AIR CALIFORNIA

Operations Manual

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REVISION RECORD

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INTRODUCTION

This Manual must be used in conjunction with the FAA Approved Airplane Flight Manual and the specific aircraft Pilot's Handbook, to obtain all information necessary for safe and efficient operation.

The Operations Manual sets forth the Air California and FAA approved standards and procedures in certain operational areas such as, Dispatching and Control, Communications Procedures, and Flight Techniques. These chapters have been included for the use and guidance of flight and ground personnel in conducting its operations under Federal Aviation Regulations Part 121.

This Manual will be revised periodically to expand or provide additional information as required. Each person to whom a Manual or appropriate parts of it are furnished shall keep it up to date with the changes and additions furnished to him. A revision record is supplied for this purpose.

In studying this Operations Manual there are three important standards which should be observed.

The first and most important is, of course, SAFETY.

This Manual is written with the safety factor foremost in mind, and all operations should be undertaken with safety as the paramount consideration.

The second standard is PASSENGER RELATIONS, perhaps the most easily forgotten of all considerations. The passenger is the reason for the existence of Air California and Air California's success will be based upon a personal regard for the passenger, and this attitude should be carried out whenever possible. It can be accomplished in something as small as informing the passengers of a change of altitude, to the personal reassurance of a first-rider.

The third standard is SCHEDULE, which means the maintenance of an on-time operation. Without on-time arrivals and departures, it is impossible to maintain airline operations.

If these standards are observed, they represent a great contribution toward the progress of an efficient, smooth-running airline operation.

John R. Tucker

John R. Tucker
Director of Operations
AIR CALIFORNIA

ORGANIZATION AND PERSONNEL

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1.3 PERSONNEL DATA

A. A complete listing of all Pilots employed by Air California with recurrent records as to flight time, certifications, ratings, etc., is kept on file in the Director of Operations/Flight, Office, 3636 Birch Street, Newport Beach, California.

B. Names and addresses of all company personnel are maintained in the offices of their respective Department Supervisors and additionally in the Air California Personnel Department.

C. Those portions of Air California Administrative Manual which outline the duties and responsibilities of Management Personnel are hereby considered to be a part of this Section.

D. The management personnel required by FAR 121.59 are employed on a full-time basis in the following or equivalent positions:

1. General Manager - The President, Mr. R.W. Clifford, is reponsible for the duties of General Manager, and overall management of the airline.
2. Director of Operations - The Director of Operations/Flight, Mr. J. R. Tucker, is responsible for the duties of Director of Operations and reports to the President.
3. Director of Maintenance - The Vice President - Maintenance & Engineering, Mr. M. Mello, is responsible for the duties of Director of Maintenance and reports to the President.
4. Chief Pilot - The Chief Pilot, Mr. P.S. Flynn, is responsible for the duties of Chief Pilot, and reports to the Director of Operations/Flight.
5. Chief Inspector - The Director, Quality Control, Mr. N. Peters, is responsible for the duties of Chief Inspector and reports to the Vice President of Maintenance & Engineering.

1.4 JOB DESCRIPTIONS - MANAGEMENT

A. The specific duties, responsibilites and authority of the personnel as required by FAR 121.59 are set forth in the following Manuals:

1. All corporate officers are listed in the Air California Management Policies and Procedures Manual.
2. Management personnel in a maintenance function are listed in the Air California Maintenance Manual, Appendix "A".
3. Management personnel in a Flight Operations Function are listed in the Air California Operations Manual, Chapter 1.
4. Management personnel in a Marketing or Customer Service function are listed in the Marketing Division Administration Manual.

1.4.1 ASSISTANT VICE PRESIDENT - OPERATIONS/CONTROL

Position: Heads Flight Control/Dispatch
Department Assignment: Operations
Supervisor: President
Direct Supervision of: Dispatchers, Schedulers, Flight Control Personnel

DUTIES AND RESPONSIBILITIES

General

The Assistant Vice President-Operations/Control is responsible to the President for initiating, establishing and maintaining procedures for the operation of the Flight Control Department, and for the supervision of the functions of that Department.

Specific:

1. Maintenance of the Department to assure maximum safety and efficiency at a minimum cost.
2. Administrative supervision of the Manager of Flight Control and he, in turn, all Flight Control personnel including assurance of conformity with Company Policies and Procedures, vacation schedules, etc.
3. Selection and employment of a sufficient number of qualified people to operate the office as required by Flight Operations.
4. Coordinates with the Director of Operations-Flight and the Vice President-Maintenance & Engineering to maintain a training program adequate for the Company and FAA purposes, and the maintenance of a system of records to show such compliance.
5. Maintenance of a crew scheduling system to comply with the requirements of the Company and FAA.

1.4.1 ASSISTANT VICE PRESIDENT - OPERATIONS/CONTROL (Cont'd)

6. Analyzes and monitors departure, enroute, and letdown procedures to assure that they are as safe, efficient and economical as possible.

7. Coordinates needed schedule capacity with Marketing, Reservations, Flight and Maintenance and schedules extra flying as prudent.

8. Monitors and prepares revisions for appropriate manuals and specifications when required or desirable.

9. Takes action as deemed desirable to improve or correct procedures which affect the control and operation of flights. Any action involving pilot personnel should be coordinated with the Director of Operations-Flight.

10. Receive and process requests for charter and extra flying and establish such flights when prudent.

11. Coordination of ATC procedures with the appropriate FAA agencies, and the issuance of Company Bulletins and Memos connected with the procedures.

12. Establishment of a system to provide up-to-date Jeppesen Manuals, U.S. coverage maps, and other flight planning tools.

13. Maintenance of a system of record keeping to assure compliance with appropriate Company, P.U.C and FAA regulations.

14. Makes recommendations to the President of suggested changes in Company Policies or Procedures for the improvement of safety, efficiency, or economy.

15. Maintenance of qualifications necessary to dispatch Company aircraft.

16. Fulfills the responsibilities of the Vice President-Maintenance & Engineering in the absence of him and/or the Manager of Operations-Flight.

17. Maintains and operates a system of pilot and dispatch scheduling to ensure compliance with appropriate FAA and contractural limitations.

1.4.2 DIRECTOR OF OPERATIONS/FLIGHT

Position: Heads Flight Operations

Department Assignment: Operations

Supervisor: President

Direct Supervision of: Chief Pilot, Check Airmen, Pilots, Flight Engineers, Groundschool Instructors

DUTIES AND RESPONSIBILITIES

General

The Director of Operations/Flight is responsible to the President for initiating, establishing, and maintaining procedures for the operations of the Flight Operations Department, and for the Supervision of the function of that Department.

Specific

1. Maintains the Department to assure maximum safety and efficiency at a minimum cost.

2. Selects and employs sufficient numbers of qualified pilots to operate published flight schedules.

3. Maintains an organization and program to insure the proper training, both initial and recurrent, of flight crews.

4. Provides pilots necessary in order to assure adequate flight personnel who are qualified to perform their assigned duties.

5. Analyzes departure, enroute, and let-down procedures in order to assure that they are as safe, efficient, and economical as possible. Coordinates proposed changes with the President and the Assistant Vice President of Operations/Control for inclusion in the proper form.

1.4.2 DIRECTOR OF OPERATIONS/FLIGHT (Cont'd)

6. Assists and recommends to the President and Vice President - Maintenance and Engineering programs of aircraft modification and improvement. (The approval of the Director of Operations/Flight is required prior to any aircraft or equipment change which affects the flight characteristics, performance, instrumentation, cockpit display or system operation).

7. Consults with and maintains coordination with the Assistant Vice President Operations/Control on matters pertaining to Flight Control functions.

8. Maintains liaison activities with the FAA to determine proper compliance with directives, regulations, etc.

9. Makes recommendations to appropriate persons of suggested changes in Company Policies or Procedures for the improvement of safety, efficiency, or economy.

10. Maintains a flight training and check pilot organization to fulfill the needs of pilot up-grading, competency checks, route checks, etc., to assure a high level of pilot proficiency satisfactory to the Company and FAA.

11. Maintains an administrative system to properly assure that training performed is recorded and monitored to assure proper compliance and adherence to quality standards.

12. Establishes a program for procedural, simulator or other such devices for training as determined necessary or justified for the maintenance of pilot proficiency at a high level with due consideration for the element of cost.

13. Maintains and revises as necessary the Flight Training Manuals and establishes a system of Training Bulletins with which training information can be disseminated.

14. Maintains a system of pilot records to adequately determine compliance with Company and FAA Regulations and Procedures.

15. Administration and Supervision of Flight Crew Personnel.

1.4.3 CHIEF PILOT

Position:	Heads Flight Crew Operations/Personnel
Department Assignment:	Flight Operations
Supervisor:	Director of Operations/Flight
Direct Supervision of:	Check Airmen, Pilots, Flight Engineers

DUTIES AND RESPONSIBILITIES

General

The Chief Pilot is responsible to the Director of Operations/Flight for the continued flight standards and training requirements of Air California's Flight Crewmembers. He is also responsible for the development and administration of policies and procedures necessary to insure compliance with those regulations of the Company and the FAA pertaining to Flight crewmembers, their duties and responsibilities.

Specific

1. Maintains a Pilot Department which assures maximum standardization, safety and efficiency at a minimum cost.
2. Maintains the department and programs to provide the proper flight training of crewmembers during initial, transition, up-grade and recurrent programs.
3. Coordinates with the Director of Operations/Flight in the selection and employment of sufficient numbers of qualified pilots to operate published flight schedules.
4. Maintains liaison activities between the flight crewmembers and the Company in all operational matters.
5. Conducts periodic reviews of all flight procedures, including departure, enroute and approach, to insure they are safe, efficient and economically practical. Proposed changes or adoption of new procedures to be coordinated with the Director of Operations/Flight.

1.4.3 CHIEF PILOT (Cont'd)

6. Maintains a check airmen program to fulfill the needs of proficiency checks and line checks to assure a high level of pilot competance which is satisfactory to the Company and the FAA.

7. Coordinates with the Manager of Technical Training/Flight and the Manager of Crew Scheduling in the assignment of flight personnel to Training Programs.

8. Maintains a responsibility of presenting new-hire flight crewmembers with instruction in Company Policies and Procedures and basic indoctrination.

9. Maintains, at all times, his own flight proficiency by regularly flying in scheduled operations, in addition to the administration of proficiency checks, line checks and flight training.

10. Initiates and conducts pilot meetings in coordination with the Director of Operations/Flight on a scheduled basis to assure dissemination of the latest operational data and flight techniques and procedures.

11. Fulfills the administrative responsibilities of those duties generally considered to be those of a Chief Pilot.

12. Maintains a responsibility of presenting, when required, groundschool instruction in systems and equipment in coordination with the Manager of Technical Training/Flight.

13. Maintains liaison activities with contract training agencies concerning the monitoring and supervision of contract flight/simulator training.

14. Assists and recommends to the Director of Operations/Flight programs of aircraft equipment modifications and changes in Company Policies or Procedures for the improvement of safety, efficiency or economy.

15. Responsible for and coordination with the Director of Operations/-Flight for maintenance and revision as necessary of Flight Training Manuals, Procedural Manuals and Crew Bulletins.

16. Analyze and project flight training requirements on an annual, quarterly and monthly basis.

1.4.4 MANAGER OF TECHNICAL TRAINING/FLIGHT

Position:	Heads Flight Crew Technical Training
Department Assignment:	Flight Operations
Supervisor:	Director of Operations/Flight

DUTIES AND RESPONSIBILITIES

General

The Manager of Technical Training/Flight is responsible to the Director of Operations/Flight for initiating, establishing and maintaining procedures for the technical ground training requirements of Air California's Flight Crewmembers. He is also responsible for the development and administration of procedures necessary to insure compliance with those regulations of the Company and the FAA pertaining to Crewmember initial, transition, up-grade and recurrent qualifications.

Specific

1. Maintains a Technical Training Department which assures maximum standardization, safety and efficiency at a minimum cost.
2. Maintains the department and programs to provide the proper ground training of Crewmembers during initial, transition, up-grade and recurrent programs.
3. Conducts periodic review of new and/or improved training programs, equipment and training devices and recommends changes to the Director of Operations/Flight.
4. Coordinates with the Chief Pilot and the Manager of Crew Scheduling in the assignment of flight personnel to Training Programs.
5. Maintains a record system to properly assure the ground training performed is recorded and monitored to assure compliance with established standards.

1.4.4 MANAGER OF TECHNICAL TRAINING/FLIGHT (Cont'd)

6. Maintains liaison activities with Contract Training Agencies concerning the monitoring and supervision of Contract Ground Training.
7. Conducts classes and programs as necessary to fulfill needs of the service.
8. Assists and recommends to the Director of Operations/Flight programs of aircraft equipment modifications and changes in Company Policies or Procedures for the improvement of safety, efficiency or economy.
9. Responsible for coordination with the Director of Operations/-Flight for maintenance and revision, as necessary, Ground Training Manuals, Aircraft Systems Manuals, and Technical Training Bulletins.
10. Review and recommend revisions to Company Operations Manuals and Handbooks.
11. Analyze and project ground training requirements on an annual, quarterly and monthly basis.
12. Coordinate with and assist other appropriate departments, such as maintenance, on matters of a technical nature.
13. Maintain at all times, the necessary licenses and ratings to perform the duties of Flight Engineer.
14. Maintain at all times, line proficiency through regular performance of flight duties as a flight crewmember in scheduled and charter/contract services.
15. Performs administrative functions as required.

DISPATCHING AND CONTROL

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2.1 GENERAL

2.1.1 SAFETY

A. The primary consideration in all phases of our operations is safety.

1. Flights will not be started from, or landed at any point if the safety of passengers, crew or equipment will be jeopardized.

2. Flights will return to the starting point or land at the nearest suitable airport (whichever is the safest) whenever safety will be jeopardized by proceeding.

2.1.2 AUTHORIZATION

A. Each flight will be started only upon the authorization of a certificated Captain qualified for the particular operation, and a certificated Dispatcher qualified to release flights over that route.

1. All operating policies and flight procedures are to conform with Federal Aviation Regulations. Operating personnel are expected to be familiar with the Regulations, especially Part 121. No part of this Manual shall be construed to contradict any portion of the Federal Aviation Regulations.

2. The Flight Control Center at Orange County is established for the coordination and operation of safe and efficient flights over the entire system. The Center is responsible to plan flight operations in accordance with current weather and operating conditions and to keep all associated departments and stations fully informed.

3. The minimums shown in the Operations Specifications Section of this Manual are the legal operating limits which have been approved by the Federal Aviation Administration. These approved minimums are not intended to influence the reasoning and judgement of Flight Operations personnel. When conditions are such that the operation cannot be conducted safely and conservatively using these minimums, more conservative criteria, tempered by judgement, may be used.

2.1.2 AUTHORIZATION (Cont'd)

B. Air California Captains and Dispatchers are representatives of the Company in the conduct of all flight operations.

1. The Captain and Dispatcher are responsible to determine the suitability of weather, field, traffic conditions and navigational aids. They are jointly responsible for the safe operation of each flight and for the best possible service to passengers and cargo.

2. The Captain and Dispatcher must both agree that the flight as planned, can be accomplished safely and in accordance with applicable Company and Federal Aviation Regulations prior to flight origination. This agreement is executed through the issuance of a Flight Release signed by both, or transmitted by teletype, telephone or radio and accepted and agreed to by both.

3. If conditions change while a flight is enroute, so that the flight cannot be conducted in accordance with the release, it is necessary and required that the one first encountering or learning of the changed conditions contact the other to institute the necessary amendment to the release so that they will remain in agreement.

4. After a flight has started this joint responsibility and agreement continues in the form of the Flight Release, including amendments issued enroute, until the flight arrives at its destination.

5. Neither Captain nor Dispatcher will permit himself to be persuaded to operate contrary to his own convictions.

2.1.3 LOCATION

The Flight Control Center is located at Orange County Airport, and is responsible for the operational control of all Air California flying, both scheduled and non-scheduled.

2.1.4 QUALIFICATIONS

A. Each Dispatcher must hold a valid Aircraft Dispatchers Certificate before serving in scheduled air transportation.

B. Qualification consists of classroom training and route and equipment line qualifications as specified in the Training Manual.

C. A Dispatcher may not dispatch aircraft over any area in which he is authorized to exercise dispatch jurisdiction unless within the preceding 12 months he has made at least a one-way qualification trip over that area on the flight deck of an airplane. The trip must include entry into as many points as practicable; it is not necessary to make a flight over each route in the area.

2.1.5 AUTHORITY AND RESPONSIBILITY

A. Each Dispatcher is responsible for the safe, efficient and economical operation of all flights under his jurisdiction. He is responsible for determining that aircraft routing is in accordance with authorizations contained in Operations Specifications - Enroute; for advance planning of individual flights, and for Flight Operations Forecast information to be issued to our customers.

B. Dispatchers will exercise authority in connection with the operation of Air California flights as follows:

1. Co-authority with the Captain to operate scheduled and all other flights in accordance with applicable Company and Federal Aviation Regulations.
2. Authority to delay, re-route, or cancel a flight when, in his opinion, such action is necessary for safety or operational efficiency.
3. Authority to initiate a change in the Flight Release prior to or during flight when, in his opinion, such action is necessary for safety or improved operation.

2.1.6 CONDUCT

A. Dispatchers as representatives of Management, will maintain personal neatness and business like appearance and conduct while on duty. Their activities will be confined to those which are in the interest of the Company. Time not occupied by dispatching duties will be utilized to further their effectiveness by maintaining familiarity with manuals, procedures and bulletins, completing study assignments or carrying out individual assignments.

2.1.7 DUTY HOURS

A. A Dispatcher shall not be scheduled for more than 10 hours of duty. If a Dispatcher is scheduled for more than 10 hours of duty in 24 consecutive hours he shall have at least 8 hours rest period at or before the end of 10 hours of duty.

B. Each Dispatcher shall be relieved of all duty for at least 24 consecutive hours during any seven consecutive days or the equivalent thereof within any month.

2.2 PREFLIGHT

2.2.1 DISPATCHERS PREFLIGHT DUTIES

The Dispatcher shall be responsible for the following:

A. He shall have been on duty for at least one-half (1/2) hour prior to dispatching any scheduled flight.

If relieving another Dispatcher, he shall report for duty at least one-half (1/2) hour prior to the time he is scheduled to relieve the other Dispatcher.

B. After reporting for duty, the Dispatcher shall be responsible for familiarizing himself with the following items as regards to Air California flights:

1. Weather conditions enroute and at terminals and alternate airports.
2. Movements and location of all Air California flights which will be under his jurisdiction.
3. ARTC problems, delays, etc. and all other information pertinent to the flights for which he will be responsible.

2.2.2 FLIGHT ANALYSIS

A. Prior to dispatching any ACL flight, the Captain and the assigned Dispatcher shall each independently or jointly analyze the flight on the basis of the following factors which will affect the operation:

1. The latest pilots' reports along the route.
2. Weather sequences along the route for at least the past six (6) hours.

2.2.2 FLIGHT ANALYSIS (Cont'd)

3. Latest wind aloft reports and any trends in winds aloft changes.
4. Weather Bureau and Company forecasts for all terminal areas.
5. Pertinent NOTAMS.

B. On the basis of this independent analysis, the Captain and the Dispatcher shall agree, before the flight is released, on:

1. Amount of fuel required.
2. Type of operation:
    (a) Consideration shall be given to VFR minimums as specified by FAR 121.649.
    (b) IFR minimum as specified by FAR 121.651 and/or Operation Specifications Chapter 4, Part C and F.
    (c) And FAR 121.653.
3. Point of departure and destination.
4. Station to which release will extend.
5. Alternate or alternates.
6. The fact that the flight can proceed safely in accordance with all applicable regulations including the operation of adequate communication and navigational facilities over the proposed route.
7. Maximum gross take-off weight.

2.2.3 PREFLIGHT PLANNING DUTIES OF THE DISPATCHER

A. Filing flight plans with Airways Traffic Control, including changes to prefiled (canned) flight plans.

B. Posting weather sequence reports and forecast.

C. Preparation of fuel requirements and listing refuel requirements.

2.2.3 PREFLIGHT PLANNING DUTIES OF THE DISPATCHER (Cont'd)

D. Preparation of Flight Release Forms and attachments.

E. Analysis of equipment and crew scheduling procedures, and/or initiating changes in the interest of operating efficiency and on-time performance.

F. Exercise administrative and functional authority over crew scheduling personnel on duty.

2.2.4 INFORMATION TO PILOT IN COMMAND

A. The Dispatcher shall provide the Pilot In Command all available current reports, or information on airport conditions and irregularities of navigation facilities that may affect the safety of the flight.

B. During flight, the Dispatcher shall provide the Pilot In Command with additional available information of meterological condition and irregularities of facilities and service that may affect the safety of the flight.

2.2.5 DISPATCHERS' LOG

A. Great care must be taken by the Dispatcher to keep his log complete and accurate. The log, like its associated dispatch message, is a legal document and must be kept on file for a period of at least 90 days.

B. All flights that are delayed due to mechanical, ATC, weather, added flights, charters, combine flights, cancelled flights, are to be logged. Anything that may occur out of the ordinary must also be indicated in the log.

2.3 FLIGHT RELEASE

2.3.1 GENERAL

A. Air California Revenue Flights will not be started without a Dispatch Release Form or dispatch release message.

B. The Captain and Dispatcher must both agree that the flight or series of flights as planned, can be accomplished safely and in accordance with Federal Aviation Regulations, and Company Regulations.

C. This agreement is executed through the issuance of a Flight Release.

2.3.2 CONTENTS OF RELEASE

A. The Dispatch Release may be in any form, but must contain the following information:

1. Flight Number or Numbers
2. Aircraft Number
3. Crew
4. Type of Operation (IFR or VFR)
5. Departure, Destination, and Intermediate Airports
6. Minimum Fuel
7. Alternate Airports (When Required)
8. Dispatchers Name
9. Time/Date Group
10. Maximum Gross Take-off Weight (M. G. T. O. W.)

2.3.3 DURATION OF RELEASE

A. A release which has been issued prior to departure of a given flight, shall be valid for a period of time not to exceed one (1) hour after scheduled departure time, unless circumstances shall warrant a shorter period of duration.

B. A release, issued to a flight while enroute, shall be valid if the delay enroute does not exceed one (1) hour.

C. In the event of a delay of more than one (1) hour at a terminal or intermediate point, a new release shall be issued to the flight.

2.3.4 AMENDMENT

A. If conditions change while a flight is enroute, so that the flight cannot be flown in accordance with the Release, an Amendment to the Release will be agreed upon.

B. The Dispatcher will record that Amendment on the original Release.

C. The Pilot In Command will record that Amendment on his copy of the Release.

2.3.5 RELEASE FROM ORANGE COUNTY

A. The Dispatcher shall prepare in duplicate and personally sign a Dispatch Release Form for the initial flight assignment from Orange County. Prior to departure the Captain shall personally sign the Release Form. The original copy of the Release Form shall be retained by the Captain during the flight.

B. Subsequent flights through Orange County will normally be released by the Dispatcher via teletype message to the Orange County Station teletype, or via telephone, or Company Radio in case of teletype failure. When such release message has been received by the Captain, a copy shall be attached to the flight plan and log form as verification of the release message.

2.3.6 RELEASE FROM OTHER AIR CALIFORNIA STATIONS

A. Flights from other Air California Stations will normally be released by the Dispatcher via teletype message to the station teletype, or via telephone or Company Radio in case of teletype failure.

2.3.7 RELEASE FROM OTHER THAN REGULAR AIRPORTS

A. No flight shall takeoff from any alternate airport or from an airport which is not listed in the Operations Specifications unless the requirements of the Federal Aviation Regulations, and Company Regulations are complied with.

B. In the event of the dispatch of an Air California aircraft and flight from such an airport, all dispatching rules shall be complied with.

C. The Release Information will be obtained via telephone and copied on Release Forms furnished with the Charter Kit.

2.3.8 WEATHER INFORMATION

A. The latest weather for the route of flight at the time the release is prepared will be attached to the release under normal operating conditions.

B. The weather reports for the route of flight may be obtained via telephone, company radio or any means available if operating conditions so warrant.

2.4 FUEL REQUIREMENTS

2.4.1 GENERAL

A. All flights must be fueled for safe operations.

1. Flight Control is charged with the direct responsibility of determining the actual fuel load of the aircraft. Company policy requires that this determination be made by Flight Control as they are continually aware of the variable factors involved, and are in the best position to do so. This does not mean, however, that the Pilot In Command cannot make known his desires, or request a fuel load change. Such modification to the established fuel load must be justified by the use of charts in The Pilots Handbook, and with the full concurrence of Flight Control.

2.4.2 MINIMUM FUEL

A. No person may dispatch or takeoff an Air California airplane unless it has enough fuel,

1. To fly to the airport to which dispatched, and
2. Thereafter, to fly to and land at the most distant alternate specified in the Release (if required). Based upon the estimated weight at destination airport,
    (a) Compute fuel for normal climb to optimum cruise altitude.

    (b) Fuel for cruise.

    (c) Fuel for normal descent to alternate.
3. Thereafter to fly for 45 minutes at normal cruise fuel consumption.
4. Add to the above, a standard taxi fuel allotment for specific aircraft type.

B. Paragraph A of this Section specifies the minimum FAA reserve fuel required for any takeoff. These reserves are required to cover unforseen contingencies. Neither FAR's nor Company Policy contemplates the use of reserve fuel, however, if safety can be maintained, a flight may continue to destination even though a portion of the reserve fuel is used.

2.4.3 DEFINITIONS

See Aircraft Pilots Handbook for specific fuel burn, and Air California requirements. (Chapter 6).

A. Taxi Fuel - is that fuel required for engine start and taxi out. This fuel is included in the fuel order message. Taxi fuel is not entered on the Weight and Balance.

B. Residual Fuel - will provide the FAR required 45 minutes at cruise fuel consumption.

C. Alternate Fuel - based upon the estimated weight at the destination airport, it is fuel computed for normal climb to optimum cruise altitude, fuel for cruise and fuel for descent to the most distant alternate airport specified in the release.

1. Alternate fuel will not be considered as contingency fuel.

D. Contingency Fuel - may be added for instrument approach, missed approach, head winds and/or ATC delays, provided such approaches or delays appear to exist for the flight.

1. Contingency fuel is not to be used as alternate fuel.

E. Holding Fuel - if required on a flight, holding fuel will be planned in accordance with the fuel planning section of the appropriate Pilots Hand Book.

1. Holding fuel is not to be considered as residual fuel.

F. Minimum Enroute - a company minimum will be required for all flights. See aircraft Pilots Hand Book, fuel planning section. (Chapter 6).

2.4.4 DETERMINATION OF FUEL REQUIREMENTS

A. Minimum fuel load on any flight will be determined by Flight Control in accordance with Federal Aviation Regulations and with reference to the charts in the appropriate Pilots Hand Book.

B. Maximum fuel load on any flight will be determined by Flight Control in accordance with the maximum gross weight capabilities of the aircraft.

2.4.4 DETERMINATION OF FUEL REQUIREMENTS (Cont'd)

C. Actual or departure fuel load on any flight will be determined by Flight Control in accordance with the following:

1. Minimum Fuel Requirements
2. Maximum Gross Weight
3. Price of Fuel at Different Stations
4. Minimum Quantity Purchases at Different Stations
5. Minimum Turnaround Times
6. Maximum Payload (Passengers, Airfreight, etc.)

2.4.5 REFUELING

A. Flight Control will transmit refuel message to stations where refueling is required, giving the Station, Aircraft Number, Flight Number, and Flight Release Fuel Load Required for that segment of the flight.

B. Fuel Order Forms at Orange County will be completed by Flight Control and delivered to the fueling agency.

2.4.6 MAXIMUM GROSS TAKEOFF WEIGHT

A. No Air California flight shall be dispatched nor takeoff unless the three conditions outlined below are fully met with respect to the maximum allowable gross takeoff weight of the airplane. In determining compliance with these requirements, the FAA Approved Airplane Flight Manual shall be the governing factor and the maximum allowable takeoff gross weight determined must be in accordance with such Approved Airplane Flight Manual, a copy of which will be found at the Orange County Flight Control Office, and on each Company aircraft.

B. The maximum allowable gross weight for takeoff shall be the lowest of the three weights determined in accordance with the requirements outlined below:

1. The gross takeoff weight must not exceed the maximum allowable for the airport altitude, runway used, ambient temperature and aircraft structural limitations.
2. The gross takeoff weight must not exceed that which, assuming normal fuel and oil consumption to destination, will permit a landing at the destination at a weight not exceeding the maximum allowable landing weight considering the altitude and runway, ambient temperature, wind, runway slope used at the destination airport.

2.4.6 MAXIMUM GROSS TAKEOFF WEIGHT (Cont'd)

3. The gross takeoff weight must not exceed that which will permit at least the minimum rate of climb and terrain clearance requirements enroute, considering normal fuel and oil consumption and ambient temperature while enroute.

2.5 FLIGHT PROCEDURES

2.5.1 GENERAL

A. The assigned Dispatcher shall be responsible for monitoring the progress of each Air California flight under his jurisdiction, and for the issuance of the necessary instructions and information necessary for the continued safety of the flight.

B. He shall also be responsible for the cancellation or re-dispatch of any flight under his jurisdiction if, in his opinion or in the opinion of the Captain, the flight cannot operate or continue to operate safely as planned or released.

2.5.2 CHANGE IN FLIGHT PLAN

A. The Captain will normally follow the proposed route of flight filed in the flight plan. Deviations such as those required by ATC for the expeditious flow of traffic shall not require special approval from the Dispatcher. In cases of emergency the Captain will advise the Dispatcher as soon as practicable of any deviation from the proposed route of flight, such as proceding to an alternate airport for emergency landing.

2.5.3 IFR - VFR OPERATION

A. Except as provided in Paragraph B below, during the enroute phase of flight large aircraft will be operated within the navigable airspace of the United States in accordance with Instrument Flight Rules. However, during the terminal phase of flight, operations may be conducted under visual flight rules provided:

1. The aircraft is being given radar vectors by Air Traffic Control; or
2. At controlled airports, the pilot is in direct communication with the Control Tower, approach control, or departure control serving the airport of arrival/departure; or
3. At uncontrolled airports, the pilot is in direct communication with an air/ground radio communications facility capable of providing airport traffic advisory service.

2.5.3 IFR - VFR OPERATION (Cont'd)

B. Propeller aircraft may be operated under VFR over approved routes or route segments, provided appropriate weather reports or forecasts or any combination thereof at the time of dispatch indicate that the visibility along such route or route segment is and will remain at or above 5 statute miles. However, for terminal area operations, the VFR takeoff and landing minimum prescribed in FAR 121.649 or in the operations specifications for particular airports are applicable.

2.5.4 ALTERNATE AIRPORT OPERATIONS

Whenever it becomes necessary to proceed to an alternate airport, in order to expedite the handling of passengers and baggage, it shall be the responsibility of the Dispatcher to coordinate the operation of the flight with the Airport Manager.

2.5.5 IRREGULAR OPERATIONS

The Dispatcher shall be responsible for the coordination of all aspects of any irregular operation of the flight, holds, interruptions of flight, cancellations, delays, etc., with the affected company personnel.

2.5.6 COMPANY RADIO/AIRINC BACKUP

The Company maintains its own ground radio facilities, to handle enroute communications with company aircraft.

A. All communications from the Flight Control office in Orange County to company aircraftenroute, and all communications from company aircraft to the Flight ControlOffice or other ground facilities of the Company, will normally be made through the Company Air/Ground Radio Communications System.

B. It will be the Captain's responsibility to see that the time away from the gate, the actual off time and the ETA to the next station and the fuel on-board be given to Flight Control as soon as possible after takeoff.

C. In the event of Air California Air/Ground Radio System failure, Company communications will be established through Aeronautical Radio Inc. (AIRINC).

1. AIRINC will be used for Company communications for off-line operations when out of the Company radio range.

2.5.7 MONITORING OF COMPANY RADIO

It will be the responsibility of the Captain to see that the Air Ground Communication System is monitored at all times. SELCAL may be used in lieu of monitoring Company Radio.

2.5.8 REPORTING OF LATE ARRIVALS

If a flight is going to be over ten minutes late on a previous estimated arrival, the Company should be given the new ETA as soon as possible.

2.6 EMERGENCY

2.6.1 GENERAL

A. FAR 121.557 authorizes either the Captain of a flight, or the aircraft Dispatcher to declare an emergency and to deviate from prescribed procedures, methods, minimums, and regulations when a condition or circumstance jeopardizes safety of flight.

B. An emergency change in altitude or flight plan will be immediately reported to ARTC and insofar as possible, the aircraft Dispatcher will be kept informed of the action taken. The aircraft Dispatcher is responsible to provide advice and information to assist the Captain during the emergency; however, the Captain's decision is final.

C. FAR 121.557 (c) requires a Pilot In Command or Dispatcher who declares an emergency to prepare a written report to the Administrator, through Company channels. To accomplish this, such reports will be submitted to the Director of Flight Operations within five days after the incident. The Director, Flight Operations will in turn submit a report to the FAA within ten days after the incident.

2.6.2 CAPTAIN'S EMERGENCY AUTHORITY

A. In an emergency situation that requires immediate decision and action the Pilot In Command may take any action that he considers necessary. He may deviate from prescribed operation procedures and methods, weather minimums and regulations.

B. The term "emergency" may be interpreted to mean an unexpected occurrence or condition requiring immediate action to avert danger therefrom. Such an unexpected occurrence or condition might include engine or structual failure, danger of collision, icing or other adverse weather condition, etc.

2.6.2 CAPTAIN'S EMERGENCY AUTHORITY (Cont'd)

C. It is not the intent of this regulation that a situation or condition become critical before such emergency authority may be exercised. The Captain should make a common sense evaluation of the factors involved from the information available to him. Then, if after such evaluation, he reasonably believes that an emergency exists, or will be created, he is permitted to exercise such emergency authority and deviate from the prescribed regulations and procedures to the extent necessary to cope with the emergency.

2.6.3 DISPATCHER'S EMERGENCY AUTHORITY

A. If an emergency situation arising during flight that requires immediate decision and action by an Aircraft Dispatcher, and that is known to him, the Aircraft Dispatcher shall advise the Captain of the emergency, shall ascertain the decision of the Pilot In Command and shall have the decision recorded. If the Aircraft Dispatcher cannot communicate with the Pilot, he shall declare an emergency and take any action that he considers necessary under the circumstances.

2.6.4 WHEN A CAPTAIN OR DISPATCHER EXERCISES EMERGENCY AUTHORITY

A. The Captain or the Dispatcher shall keep the appropriate ATC facility and Dispatch Centers fully informed of the progress of the flight. The person declaring the emergency shall send a written report of any deviation through the Director of Flight Operations, to the Administrator. A Dispatcher shall send his report within 10 days after the date of the emergency, and a Pilot In Command shall send his report within 10 days after returning to his home base.

2.6.5 OVERDUE OR UNREPORTED AIRCRAFT

A. In the event that a flight is overdue at a destination or intermediate airport for more than ten (10) minutes, or is unreported over a designated or requested reporting point for more than ten (10) minutes past the last filed ETA over such reporting point, the procedure outlined below shall be followed:

1. Attempts shall be made to contact the flight through the facilities of the Company Radio over the normal channels of communications and through the usual facilities on all available frequencies.

2. If contact with the flight cannot be established under the procedure outlined in Paragraph 1 above, the Dispatcher shall notify the FAA ARTC and request them to attempt to contact the flight through the facilities of the FAA communications stations throughout the area in which the flight may possibly be located.

2.6.5 OVERDUE OR UNREPORTED AIRCRAFT (Cont'd)

3. If contact with the flight cannot be established under either of the procedures outlined above, and no word has been heard from the flight, then the FAA shall be so notified by the Dispatcher and full cooperation of all FAA facilities, including Search and Rescue, requested.

B. It shall be the responsibility of the Dispatcher on duty to keep all Company Stations and/or personnel concerned advised as to the situation and the progress of the search, and to furnish FAA full cooperation in all respects.

1. In addition, the Dispatcher on duty is authorized to take whatever additional steps he may consider necessary or desirable in the effort to contact or locate the missing flight.

2. The Dispatcher on duty has full authority and responsibility for coordinating all activities concerned with the location of the missing flight.

MINIMUM EQUIPMENT LIST

By this page reference, the Minimum Equipment List for each aircraft type is considered included as a part of this Operations Manual.

The Minimum Equipment List is maintained under separate cover in the appropriate Pilots Handbook, i.e., B737 or L188.

OPERATIONS SPECIFICATIONS

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THE UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

COMMERCIAL OPERATOR CERTIFICATE

NUMBER WE-75(C)

This certifies that AIR CALIFORNIA
4400 Campus Drive
Newport Beach, California 92660

has met the requirements of the Federal Aviation Act of 1958, as amended, and the regulations prescribed thereunder for the issuance of this certificate, and is hereby authorized to operate as

> a commercial operator, and to conduct common carriage operations carrying passengers and cargo intrastate on a scheduled basis,

in accordance with such Act, the regulations prescribed thereunder, and the provisions of its operations specifications.

This certificate is not transferable and, unless sooner surrendered, suspended or revoked, continues in effect indefinitely.

This certificate is effective 16 January 1967.

By direction of the Administrator

J. A. Gianelli

J. A. GIANELLI
Chief
WE-ACDO-32, Western Region

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
WASHINGTON

Form Approved.
OMB No. 04-R0075

OPERATIONS SPECIFICATIONS

Part A
Page 1

COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

1. Applicability. These operations specifications are issued pursuant to Section 121.45 of the Federal Aviation Regulations.

2. Definitions and Abbreviations. Unless otherwise specified herein, all words and phrases defined in the Federal Aviation Act of 1958, FARs 1, 71, 73, 75, 91, 95, 97, 121, and 171 have the same meaning when used in these operations specifications.

3. Airplane Authorization. The operator is authorized to operate the following makes and models of airplanes in scheduled intrastate operations. The maximum passenger seating capacity determined as a result of demonstration where required by FAR 121.291 is listed for each make and model aircraft.

Make	Model	Maximum Passenger Seating Capacity Demonstrated
Boeing	737-200	113 (115)
Lockheed	L-188	94

Effective date August 8, 1975

UNITED STATES OF AMERICA
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FEDERAL AVIATION ADMINISTRATION
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OPERATIONS SPECIFICATIONS

The individuals listed below are hereby authorized to execute operations specifications on behalf of Air California.

NAME AND TITLE	SIGNATURE
Robert W. Clifford President	Robert W. Clifford
John R. Tucker Director of Operations/Flight	John R. Tucker

Effective date September 25, 1975

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OPERATIONS SPECIFICATIONS

Part B
Page 1

COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

PART B -- EN ROUTE AUTHORIZATIONS AND LIMITATIONS

10. Aircraft Operations Within the 50 States of the United States and the District of Columbia. Except as otherwise specified in paragraph d below, aircraft are authorized to operate over any of the following routes in common carrier intrastate operations within the State of California . For charter flights or other special services authorized in Part F of these operations specifications, this authorization applies to the 50 states of the United States and the District of Columbia.

    a. Any route or route segment established by the FAA or appropriate United States Government agency. Flights planned and initially released over these routes may be operated within controlled airspace over routings predicated on ATC radar vectoring service. However, ATC may not be able to accommodate requests for such service due to traffic conditions.
    b. In addition to the routes specified in paragraph a, flights may be planned and operated within controlled airspace over direct and other routes predicated on VOR/VORTAC facilities provided:

        (1) Such routes lie within the advertised operational services volume or extended service volume of the VOR/VORTAC facilities used; and,
        (2) Operations are conducted at least 2,000' above terrain or at or above the MEA if one is established.

    c. Routes listed in the FAA Form 8400-1 of these operations specifications. Off-airway routes listed in the FAA Form 8400-1 of these operations specifications have a width of four nautical miles on each side of the course between the points defining such off-airway routes unless otherwise specified in the applicable FAA Form 8400-1.
    d. Paragraphs a thru c do not apply when it is necessary to avoid a potentially hazardous meteorological condition and when otherwise cleared by Air Traffic Control.

11. Aircraft Operations Outside the 50 States of the United States and the District of Columbia. Operations shall be conducted over the routes defined in approved Aeronautical Information Publications or over the routes listed in the FAA Form 8400-1 of these operations specifications except:

    a. When it is necessary to avoid potentially hazardous meteorological conditions; or
    b. When proceeding to an alternate airport; or

Effective date August 8, 1975

c. When otherwise cleared by Air Traffic Control.

d. Flights planned and initially dispatched/flight released over routes listed in approved AIPs or the FAA Form 8400-1 may be operated within controlled airspace over routings predicated on Air Traffic Control radar vectoring services.

12. Special Provisions - All Large Air Carrier Aircraft.

a. Except as provided in subparagraph b below, during the en route phase of flight large aircraft will be operated within the navigable airspace of the United States in accordance with instrument flight rules. However, during the terminal phase of flight, operations may be conducted under visual flight rules provided:

(1) The aircraft is being given radar vectors by Air Traffic Control; or

(2) At controlled airports, the pilot is in direct communication with the control tower, approach control, or departure control serving the airport of arrival/departure; or

(3) At uncontrolled airports, the pilot is in direct communication with an air/ground radio communications facility capable of providing airport traffic advisory service.

b. Propeller aircraft may be operated under VFR over approved routes or route segments listed on FAA Form 8400-1, provided appropriate weather reports or forecasts or any combination thereof at the time of dispatch indicate that the visibility along such route or route segment is and will remain at or above 5 statute miles. However, for terminal area operations, the VFR takeoff and landing minimum prescribed in FAR 121.649 or in these operations specifications for particular airports are applicable. The Administrator approves VFR routes when the certificate holder shows that the traffic density along a route or route segment is low and that IFR operations are impractical due to:

(1) Inadequate air/ground ATC communications; or

(2) Inadequate en route and terminal area navigation facilities; or

(3) High minimum en route instrument altitudes; or

(4) Other unique conditions, such as circuitous IFR routes between terminals.

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13. Operations at Airports Without Airport Traffic Control Tower Service. Operations will not be conducted at regular airports located within the 48 contiguous states of the United States and Hawaii without airport traffic control tower service unless flights are furnished local traffic advisory information through at least one of the following sources:

a. An air/ground radio communications facility located in a position from which the operator is capable of observing local traffic and issuing traffic advisories. The air/ground radio communications facility is not required under the following conditions:

(1) If a regular airport is equipped with an FAA Air Traffic Control tower, the air/ground radio communications facility is not required during periods that the control tower is not in operation provided that data consisting of active runway(s) identification, wind direction and velocity, and reported traffic activity for that airport is obtained from the FAA Flight Service Station or a UNICOM serving that airport.

(2) Flight operations may be conducted during periods of temporary (not over 48 hours) equipment failure of the airline air/ground radio communications facility provided that data consisting of active runway(s) identification, wind direction and velocity, and reported traffic for that airport is obtained from the Flight Service Station, UNICOM, or company radio serving that airport.

b. An FAA Flight Service Station may, subject to FAA approval, be used in lieu of the airline air/ground radio communications facility specified in paragraph 13a above to provide local traffic advisory information to airline flights. Except as authorized in paragraphs 13a (1) and (2) above, Flight Service Stations authorized to provide this service must be physically located on the airport and have a view of the airport environment at least equal to that of an airline air/ground radio communications facility. The following FSS facilities are approved:

Airport	Location

Effective date August 8, 1975

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OPERATIONS SPECIFICATIONS - EN ROUTE FLIGHT PROCEDURES

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ROUTE OR ROUTE SEGMENT	VIA	OPERATION AUTHORIZED				TYPE OF AIRCRAFT AUTHORIZED				SPECIAL REQUIREMENTS				
		DAY		NIGHT										
AREA OF OPERATION		VFR	IFR	VFR	IFR					MOCA	MEA	MAA	OTHER	TYPE NAVIGATION[1]
Air California operations are subject to CAB Order No. 71-7-158 which exempts Air California from the provisions of Title IV of the Federal Aviation Act (except section 401(k) thereof) to the extent that such provisions would be applicable by reason of the fact that the carrier's operations involve flights beyond the 3-mile territorial limit of the State of California in connection with: 1. Takeoff or landing at mainland California points, or 2. Its scheduled service between San Diego, California and Orange County (Santa Ana), California, where such flight is directed by the Federal Aviation Administration for air traffic control or air safety reasons.														

EFFECTIVE DATE	NAME OF AIR CARRIER
January 20, 1976	AIR CALIFORNIA

[1] Where a navigator or special cockpit navigation and equipment is required, so specify; ie Navigator, Cockpit (Doppler - Loran), (Inertial).

FAA Form 8400-1 (10-68)

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OPERATIONS SPECIFICATIONS - EN ROUTE FLIGHT PROCEDURES

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ROUTE OR ROUTE SEGMENT	VIA	OPERATION AUTHORIZED				TYPE OF AIRCRAFT AUTHORIZED				SPECIAL REQUIREMENTS				
		DAY		NIGHT										
		VFR	IFR	VFR	IFR					MOCA	MEA	MAA	OTHER	TYPE NAVIGATION[1]

NOTE: All night VFR operations into the South Lake Tahoe, California Airport are to be conducted in accordance with the approved instrument approach procedure.

For night VFR operations only: The DME, either ground or airborne equipment, may be inoperative provided: (1) Headings and altitudes prescribed in the South Lake Tahoe, California Airport approach procedure are conformed with; (2) Tahoe weather is 7000/10* or better; (3) Shoreline is clearly visible and identifiable throughout the entire procedure; (4) At least one REIL light is in operation; (5) Runway lights at maximum available intensity and unobstructed bysnowbanks or other obstructions.

(*Sliding Scale N/A)

EFFECTIVE DATE	NAME OF AIR CARRIER
Feb. 17, 1976	AIR CALIFORNIA

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[1] Where a navigator or special cockpit navigation and equipment is required, so specify; ie Navigator, Cockpit (Doppler - Loran) (Inertial).

FAA Form 8400-1 (10-68)

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OPERATIONS SPECIFICATIONS

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Ground Proximity Warning Systems

No person may take off an L-188 or B-737 type airplane unless the instruments and equipment required by Section 121.360 are in operable condition provided that: A flight or series of flights may be continued with the GPWS/GSDS inoperative or removed but not to exceed 32 hours flight time.

Effective date March 3, 1976

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OPERATIONS SPECIFICATIONS

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PAGE 1

COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

PART C - AIRPORT AUTHORIZATION AND LIMITATIONS

19. General. Except as provided in FAR 121.637, the air carrier will not use any airport other than those listed in Section 22. Unless the instrument approach procedures and the IFR minima for a particular airport are specified in these operations specifications, and attached hereto, the term "instrument approach procedure" when used in this Part means the instrument approach procedures and IFR minima prescribed in the Federal Aviation Regulations (Part 97 - Standard Instrument Approach Procedures). In the case of U.S. military airports or airports located outside the United States, the instrument approach procedure and IFR minima prescribed or approved by the government of the country in which the airport is located or by the U.S. military agency operating the airport are applicable; provided the procedures and minima published by the government of another country meet the criteria prescribed by the United States or ICAO (PANS-OPS).

20. Instrument Approach Procedures and Weather Minima.

a. Facilities. The air carrier is authorized to utilize the following types of instrument approach procedures: ILS X VOR X NDB X VOR/DME X PAR ____ ASR ____ LFR ____ OTHER ____.

b. IFR Landing Minimums for Straight-In Approaches (other than ILS Category II or III) - All Airports.

The straight-in landing minimums prescribed in the following tables, as modified by Section 20g of these operations specifications, are the lowest authorized for use at all airports. However, in no case are minimums authorized lower than specified in the applicable instrument approach procedure, except as modified by Section 20g.

B737 - CAT 'C' MINS
L188 - CAT 'C' MINS

NON-PRECISION APPROACHES

Approach Facility: LOC, VOR (W/FAF), ASR, or PAR w/o GS

	LIGHT CONFIGURATION*	CAT	A-B-C		D	
		HAT[1]	VIS or RVR		VIS or RVR	
1	NO LIGHTS	250	1		1	
2	RAIL	250	3/4	4000	1	5000
3	MALS	250	3/4	4000	1	5000
4	(S) SALS	250	3/4	4000	1	5000
5	MALS w/RAIL	250	½[2]	2400	1	5000
6	(S) SALS w/RAIL	250	½[2]	2400	1	5000
7	ALS	250	½[2]	2400	1[3]	5000
8	DME Arc Any Light Configuration	500	1	5000	1	5000

[1] Add 50 ft. to HAT for VOR without FAF or NDB with FAF or LFR. Add 100 ft. to HAT for NDB without FAF.

[2] Three-quarters for NDB approaches.

[3] For ILS with inop GS, VIS may be reduced ¼ mile.

Effective date August 3, 1975

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OPERATIONS SPECIFICATIONS

COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

PRECISION APPROACHES

Approach Facility: Full ILS[4] or PAR

		CAT	A-B-C		D	
	LIGHT CONFIGURATION*	HAT	VIS or RVR		VIS or RVR	
9	NO LIGHTS	250	3/4		3/4	
10	MALS w/RAIL	200	1/2	2400	1/2	2400
11	(S) SALS w/RAIL	200	1/2	2400	1/2	2400
12	ALS	200	1/2	2400	1/2	2400
13	ALS or MALSR w/TDZ/CL	200	---	1800	---	2000
14	Any above configuration with inop MM (not applicable to PAR)	250	As above except RVR below 2400 not authorized. Not authorized below RVR 4000 or 3/4 for Category D.			

[4] Full ILS includes LOC, GS, OM (or FAF), and MM.

*For certain procedures, HIRL or REIL lighting authorizes visibilities as low as RVR 4000 or 3/4 mile for Category A, B, and C aircraft - See applicable approach procedure.

c. RNAV Instrument Approaches. Landing minimums shall be 200 feet and ½ mile above the MDA and visibility minimums published on the RNAV standard instrument approach procedure during the initial six months of operations. At the end of that period, the minimums published on the standard instrument approach procedure may be approved on a permanent basis if the operational reliability has been satisfactorily demonstrated.

d. Special Provisions - Turbojet Aircraft.

(1) Pilot Qualifications - straight-in landing minima of less than 3/4 mile or RVR 4000 are authorized only for those pilots-in-command who have qualified to operate at such minima.

(2) Operating Limitations - an instrument approach shall not be started in any turbojet aircraft when visibility conditions are reported to be less than 3/4 mile or RVR 4000 feet unless:

(a) 15% additional runway is available over the field length required by FAR 121.195(b).

(b) The crosswind component does not exceed 10 knots.

Effective date August 8, 1975

COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

(c) Precision instrument (all weather) runway marking or runway centerline lights are available.

e. RVR Minima - High Minimum Pilots in Command.

If a pilot in command does not meet the requirements of FAR 121.652 in the type of airplane he is operating, the RVR landing minima applicable to such pilots will be determined in accordance with the following table:

RVR MINIMUM AUTHORIZED	MINIMUM FOR HIGH MINIMUM PIC
RVR 1800	RVR 4500
RVR 2000	RVR 4500
RVR 2400	RVR 5000
RVR 4000	RVR 6000
RVR 5000	RVR 6000

f. IFR Landing Minima for Circling Approaches - All Airports.

AIRCRAFT CATEGORY	STANDARD MINIMA (HAA/VIS)
(1) Category A	350-1
(2) Category B	450-1
737-L188 → (3) Category C	450-1½ except category D minima apply to B-727.
(4) Category D	550-2 except 1000-3 required for B-747, L-1011, and DC-10 aircraft.

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OPERATIONS SPECIFICATIONS

COMMERCIAL OPERATOR -- SCHEDULED INTRASTATE

g. IFR Landing Minima, Local Conditions - All Airports. Unless prohibited in the applicable instrument approach procedure, a landing may be made at an airport when the local visibility is reduced to not less than ½ mile or RVR 2400' by purely surface weather conditions such as smoke, haze, dust, ground fog, blowing snow or sand, etc., provided the ceiling is not less than 1000', the aircraft is aligned with the runway of intended landing before entering the local surface visibility conditions, and the runway of intended landing is plainly visible allowing the pilot to have adequate visual reference to the line of forward motion at all times during final approach and landing.

h. Contact Approaches. Contact approach is an approach wherein an aircraft on an IFR flight plan, operating clear of clouds with at least one mile flight visibility and having received an air traffic control authorization, may deviate from the prescribed instrument approach procedure and proceed to an airport by visual reference to the surface.

Contact approaches will be conducted in accordance with the following conditions and limitations:

(1) When a circling approach is required to the runway of intended landing, the reported ceiling and visibility must be equal to or better than the IFR minima prescribed in the applicable instrument approach procedure for circling approaches.

(2) When a straight-in approach is contemplated to the runway of intended landing, the reported ceiling must be equal to or better than the MDA prescribed in the applicable instrument approach procedures for a nonprecision (VOR, ASR, NDB, etc.,) straight-in approach to such runway. The reported visibility must be at least one mile and in no case less than such higher IFR visibility minimum prescribed in the applicable instrument approach procedure for a nonprecision straight-in approach to the runway of intended landing.

(3) Descent below MDA not authorized unless runway threshold of intended landing is in view at all times.

i. IFR Weather Minima - Alternate Airports. The standard weather minima applicable to alternate airports designated for dispatch or flight release purposes are 600-2 at airports served by precision approach procedures, or 800-2 at airports served by nonprecision approach procedures. However, when an airport is served by two operative navigational facilities, each providing an approved straight-in approach to a suitable but different runway, alternate minima of 200-½ above the lower regular airport landing minima of the two approaches, or 400-1 (whichever is higher), are authorized, provided appropriate weather reports, or

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forecasts, or any combination thereof, indicate that the weather conditions will, at the time the flight arrives at the alternate airport, permit a straight-in instrument approach.

21. IFR Takeoff Minimums - All Airports.

a. Standard. The standard takeoff minimum is one mile for two-engine aircraft and ½ mile for three and four-engine aircraft. The standard takeoff minimum is authorized for use at all airports unless a higher than standard minimum is specified in the applicable instrument approach procedure.

b. Lower-than-Standard. On runways where standard takeoff minima are authorized, the following minima are also authorized:

(1) ¼ mile or RVR 1600 when any of the following visual aids are available:

(a) HIRL; or
(b) Runway Centerline Lights; or
(c) Runway Centerline Marking; or
(d) In unusual circumstances where neither (a), (b), nor (c) above are available, the runway is marked in such a manner that the pilot at all times has visual reference to the line of forward motion during the takeoff run.

(2) RVR 1200 with RVR 1000 on rollout end provided the runway has:

(a) Operative Centerline Lights; and,
(b) Two Operative Transmissometers, either of which is not capable of reading lower than RVR 1000.

(3) RVR 700 with Mid RVR 700 (if operative) and RVR 600 on rollout end provided the runway has:

(a) Operative Centerline Lights; and,
(b) Runway Centerline Markings; and,
(c) Either two or three operative transmissometers capable of reading as low as RVR 600.

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NOTE: The metric equivalents in the following table are applicable to both takeoff and landing minima.

FEET	ARITHMETICAL(M)	METERS	FEET	ARITHMETICAL(M)	METERS
100	30	30	1600	488	480
150	46	50	1700	518	510
200	61	60	1800	549	540
250	76	75	1900	579	570
300	91	90	2000	610	600
400	122	120	2100	640	630
500	152	150	2200	671	670
600	183	180	2300	701	790
700	213	200	2400	732	720
800	244	240	2500	762	750
900	274	270	2600	792	780
1000	305	300	3000	914	900
1100	335	330	3200	975	980
1200	366	350	4000	1219	1200
1300	396	390	4500	1372	1380
1400	427	420	5000	1524	1500
1500	457	450	6000	1829	1800

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22. Authorized Airports.

R - Regular
A - Alternate
P - Provisional

RF - Refueling
NA - Not Authorized

LOCATION	TYPE AIRCRAFT	
	B-737	L-188
Hollywood-Burbank Airport Burbank, California	A	A
Long Beach Municipal Airport Long Beach, California	P	P
Los Angeles International Airport Los Angeles, California	A	A
Metro. Oakland International Airport Oakland, California	R	R
Ontario International Airport Ontario, California	R	R
MCAS Airport El Toro, California	P	P
Orange County Airport Santa Ana, California	R	R
San Francisco International Airport San Francisco, California	R	R
San Jose Airport San Jose, California	R	R
Redding Municipal Airport Redding, California	P	P
Reno International Airport Reno, Nevada		A*
Lake Tahoe Airport Lake Tahoe, California		R

*Reno International Airport is authorized as a "weather alternate" for South Lake Tahoe Airport. When utilized as such "weather alternate", passengers may be emplaned and deplaned, provided such passengers are ticketed by ACAX and are provided surface transportation to and from South Lake Tahoe by ACAX.

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COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

22. Authorized Airports (Continued)

R - Regular
A - Alternate
P - Provisional

FR - Refueling
NA - Not Authorized

	TYPE AIRCRAFT	
	B-737	L-188
Meadows Field Bakersfield, California	A	A
Fresno Air Terminal Fresno, California	A	A
Monterey Peninsula Airport Monterey, California	A	A
Palm Springs Municipal Airport Palm Springs, California	R	R
Sacramento Metropolitan Airport Sacramento, California	R	R
San Diego International Airport San Diego, California	R	R
Stockton Metropolitan Airport Stockton, California	A	A
Thermal Airport Thermal, California	A	A
Van Nuys Municipal Airport Van Nuys, California	A	A
Salinas Municipal Airport Salinas, California	A	A
Yuba County Airport Martsville, California	A-P	A-P

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LAKE TAHOE OPERATIONS L-188 AIRCRAFT

Notwithstanding the limitations and authorizations contained in Air California's Operations Specifications, takeoffs and landings at Lake Tahoe Airport in L-188 aircraft are authorized and subject to the following conditions:

(1) Training

A. Notwithstanding FAR 121.447, before any PIC or SIC operates into Lake Tahoe Airport, he shall have satisfactorily completed the approved ground and flight training outlined in the Air California "Tahoe Operations Manual".

(2) Currency

A. Any pilot who operates into Lake Tahoe Airport during the hours of darkness shall have made at least one landing at that airport during the hours of darkness within the preceding six months.

B. Any pilot who makes a south takeoff at Lake Tahoe Airport during the hours of darkness shall have made at least one such takeoff within the preceding six months.

(3) Lights

A. North landings at night authorized provided the Hazard Beacons located at Tahoe Mountain, Angora Lookout, the Southernmost of the Twin Peak Hazard Beacon and the South Hazard Beacon are visible and in operation If any one or more than one of those beacons is not visible to the pilot during his approach, he shall discontinue the approach and north night landing is not authorized.

B. South takeoff at night authorized provided the South Hazard Beacon and the southernmost of the Twin Peak Hazard Beacons are verified as being visible and in operation immediately prior to takeoff.

(4) Auto-Feather

May be inoperative for North Takeoff, day and night, provided Gross Weight reduced by 4.5% or enter performance charts at 9°C above ambient temperature.
For South Takeoff, day and night, auto-feather must be operative and on.

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LAKE TAHOE OPERATIONS L-188 AIRCRAFT (Continued)

(5) Weather Minimums

A. Notwithstanding the limitations contained in Air California's Operations Specifications, takeoffs and landings are authorized at the Lake Tahoe Airport as follows:

i. Takeoffs IFR

North day and night - 1000-3*
South day - 2500-4*
South night - Not Authorized

*All departures shall be conducted as specified and in accordance with the current South Lake Tahoe, California approach plate, ref. Air Carrier Takeoff.

ii. Takeoff VFR

North day and night - 4000-10
South day - 4000-10
South night - 4000-10 or better with stars/moon visible in South through West Quadrants

NOTE: Pilot must obtain latest weather from Lake Tahoe Tower immediately prior to all South Takeoffs.

iii. Landings IFR

North day and night - Not authorized if ceiling and visibility are less than 4000-10
South day - 2500-3 or better
South night - 2500-4 or better

iv. Landings VFR

North day and night - 4000-10 or better and no precipitation
South day and night - 4000-10 or better

B. Special Weather Observation

Notwithstanding the South Night Takeoff weather limitation of "4000-10 with stars/moon visible in the South through West Quadrants," when "stars/moon" are not visible to the South through West Quadrants, a South Night Takeoff is authorized with a ceiling and visibility of not less than 4000-10 provided a special airborne weather observation is conducted prior to takeoff to verify:

i. There is no precipitation, lower clouds or fog obstructing visibility to South through West Quadrants

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LAKE TAHOE OPERATIONS L-188 AIRCRAFT (Continued)

ii. At least 10 miles visibility exists in the South through West Quadrants.

NOTE: The special observation must be made from an airborne aircraft flying a local pattern which permits vantage points for obtaining required information. The observation must be made by an airman or designated company personnel holding at least a current commercial and instrument rating, and transmitted immediately to the tower for record and information to the departing flight.

(6) South Takeoff - Specific Procedures (VFR 4000/10 Only)

A. Normal 4 Engines

Set maximum power on all engines prior to brake release. After takeoff, establish and maintain V2+20 climb maintaining runway heading. Upon reaching abeam the southernmost of the Twin Peaks Hazard Beacons, make a 180°standard right climbing turn. Continue departure I/A/W the current South Lake Tahoe, California Jeppesen Approach Chart "IFR Departure Procedures."

B. Emergency - Engine Out Procedure

If engine is lost after V_1, the departure is the same in A. above, with the exception of:

a. Climb speed to 8000 ft. MSL will be at V_2.
b. Angle of bank in right turn will be 15°.
c. Airspeed after 8000 ft. MSL will be 155K.

(7) Control Tower - Hours of Operation

A. Operations under FAR 121 at Lake Tahoe Airport are authorized only when the control tower is in operation.

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LAKE TAHOE OPERATIONS L-188 AIRCRAFT (Continued)

Maximum takeoff and landing gross weights for operation at Lake Tahoe Airport are restricted as follows:

TAKEOFF

ISA (37°F - 2.6°C)

Wind Kts.	South (18)	North (36)
-10	N/A	107,200
-5	N/A	108,600
0	N/A	108,000
10	94,000	109,400
20	95,000	109,600
30	96,000	110,200

ISA +10 (55°F - 12.6°C

Wind Kts.	South (18)	North (36)
-10	N/A	101,300
-5	N/A	102,200
0	N/A	102,700
10	91,000	103,000
20	92,000	103,300
30	93,000	104,000

ISA +20 (73°F - 22.6°C)

-10	N/A	95,700
-5	N/A	96,200
0	N/A	96,800
10	85,000	97,400
20	86,000	97,900
30	87,000	98,500

LANDING

South	North
95,650 (72°F and below)	95,650 (72°F and below)

Subtract 325 lbs. for each 1°F above critical (72°FAR.)
Subtract 120 lbs. for each .03" Mercury below 29.92 (Standard)
Maximum tailwind component North takeoff - 10 kts.

NOTE: Reduction in visibility for local conditions for takeoffs and landings is prohibited at Lake Tahoe Airport.

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COMMERCIAL OPERATOR - SCHEDULED INTRASTATE

PART F - CHARTER FLIGHTS OR OTHER SPECIAL SERVICES

50. General. Unless the instrument approach procedures and the IFR minima for a particular airport are specified in these operations specifications, and attached hereto, the term "instrument approach procedure" when used in this Part means the instrument approach procedures and IFR minima prescribed in the Federal Aviation Regulations (Part 97 - Standard Instrument Approach Procedures), except that the IFR minima shall not be less than that shown in Paragraph 51. In the case of U.S. military airports or airports located outside the United States, the instrument approach procedure and IFR minima prescribed or approved by the government of the country in which the airport is located or by the U. S. military agency operating the airport are applicable, provided the procedures and minima published by the government of another country meet the criteria prescribed by the United States ICAO (PANS-OPS) and are included in an acceptable Aeronautical Information Publication. In those cases where the FAA has not made this determination, the operator shall make such determination in accordance with its system for obtaining, disseminating, and using required aeronautical data.

51. Chartered flights and other special services shall be operated as follows:

   a. On-route Operations. Operations conducted between regular, refueling, or provisional airports, over routes or route segments authorized for scheduled intrastate operations and listed in Part C of these operations specifications may be operated under the rules of Part 121 of the Federal Aviation Regulations and Part C of these operations specifications applicable to domestic and flag air carriers or under the FAR 121 rules applicable to supplemental air carriers and Part F of these operations specifications.

   b. Off-route Operations. Operations to or from any airport not listed in Part C of these operations specifications as a regular, refueling, or provisional airport; or operations over any route or route segment not authorized in these operations specifications for scheduled operations; or operations over any route or route segment during periods when dispatch or communications facilities required for scheduled operations are not available, shall be operated under the rules of Part 121 of the Federal Aviation Regulations applicable to supplemental air carriers and Part F of these operations specifications.

      (1) Minimum Visibility for Takeoffs. Unless the applicable instrument approach procedure denies a reduction of the standard minimum or requires a higher than standard minimum, the minima shown in Part C, Section 21, of these operations specifications shall apply at all civil, military, and foreign airports.

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PART F - CHARTER FLIGHTS OR OTHER SPECIAL SERVICES

(2) IFR Landing Minima for Straight-in Approaches (other than ILS category II or III) - All Airports. The minima shall be those shown in Part C, Section 20 b., of these operations specifications.

(3) Category II or III approaches - All Airports. The provisions of Part C of these operations specifications that pertain to category II or III approaches apply for commercial operators authorized category II and/or category III approaches.

(4) Circling Minima. The circling minima shall be those shown in Part C, Section 20 f., of these operations specifications.

(5) Alternate Minima. The alternate minima shall be those shown in Part C, Section 20 i., of these operations specifications.

52. Airplane Authorization.

53. Area of Operation Authorized.

54. RVR Minima - High Minimum Pilots in Command. The provisions of Part C, Section 20 e., of these operations specifications apply.

55. Contact Approaches. The provisions of Part C, Section 20 h., of these operations specifications apply.

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Whenever VFR operations are conducted to or from any of the following airports, the VFR weather minimums listed below for each such airport are applicable:

AIRPORT & LOCATION	TAKEOFF DAY	TAKEOFF NIGHT	LANDING DAY	LANDING NIGHT	ALTERNATE DAY	ALTERNATE NIGHT
Aspen, Colorado	3000/3	N/A	3000/3	N/A	N/A	N/A
Cody, Wyoming	1500/3	N/A	1500/3	N/A	BCOB 1500/3	N/A
Hailey, Idaho	4000/5	N/A	4000/5	N/A	N/A	N/A
Inyokern, #8 Calif.	3000/3	6000/5	3000/3	6000/5	3000/3	6000/5
Jackson, Wyoming	1500/3	N/A	1500/3	N/A	BCOB 1500/3	N/A
Land O'Lakes, Wisconsin	1300/1	1300/2	1300/1	1300/2	BCOB 1300/2	BCOB 1300/2
Las Cruces, New Mexico (Municipal)	1500/3	1500/3	1500/3	1500/3	BCOB 1500/3	BCOB 1500/3
Moab, Utah	1500/3	N/A	1500/3	N/A	BCOB 1500/3	N/A
Ruidoso, New Mexico	4000/5	N/A	4000/5	N/A	4000/5	N/A
Roanoke, Virginia (Woodrum Airport)	2500/3	2500/3	2500/3	2500/3	2500/3	2500/3
Socorro, New Mexico	1500/3	1500/3	1500/3	1500/3	BCOB 1500/3	BCOB 1500/3
Van Horn, Texas	4000/5	N/A	4000/5	N/A	4000/5	N/A
Lake Tahoe Valley, Calif.	4000/10	N/A	4000/10	N/A	4000/10	N/A
Truth or Consequences, N.M.	500/1	500/1	1500/1	1500/1	2000/3	2000/3

MINS for use as alternate for any flights because A/Ports are difficult for APP.

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COMMUNICATIONS PROCEDURES

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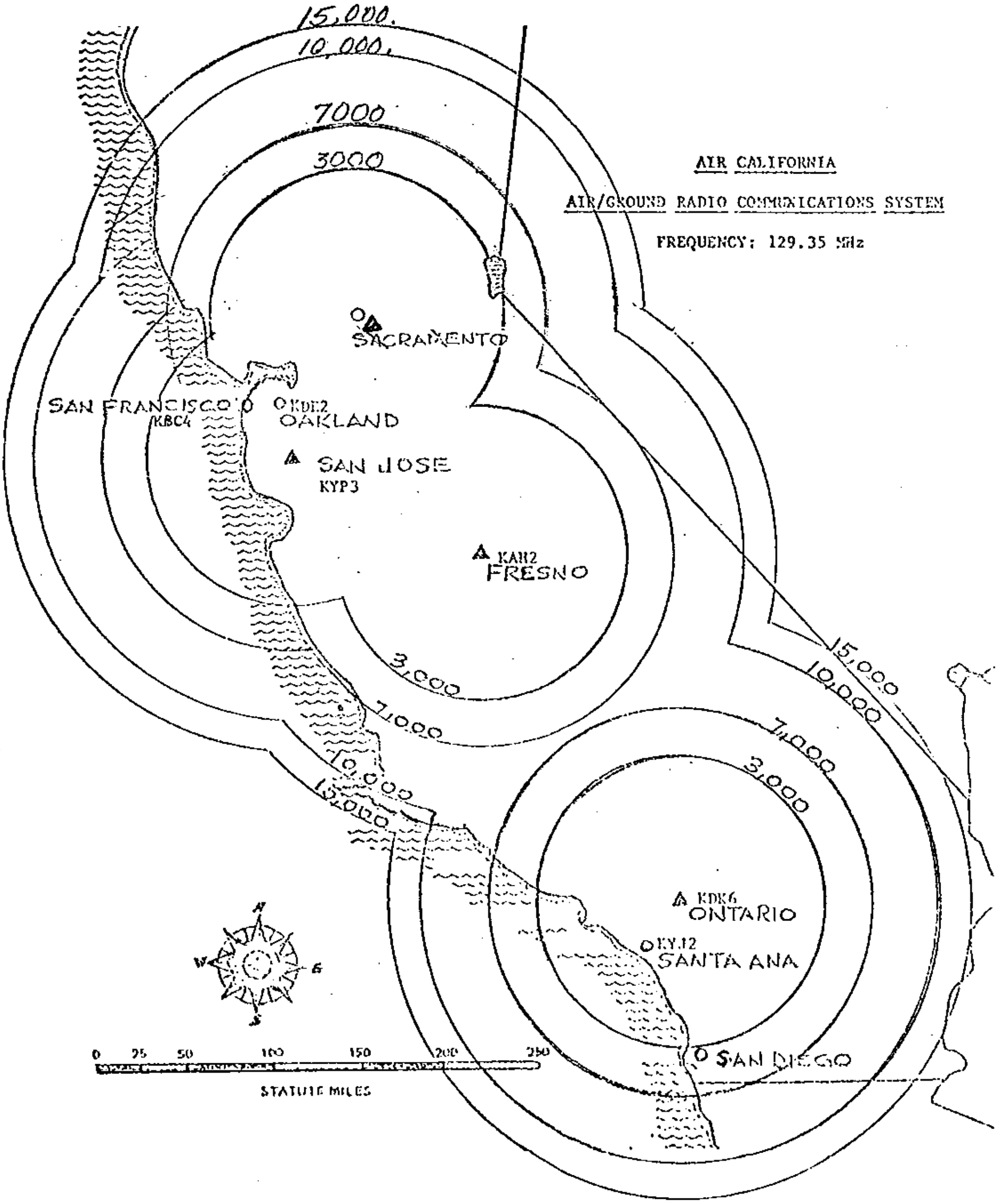
5.1 COMMUNICATIONS PROCEDURES - GENERAL

5.1.1 COMMUNICATIONS FACILITIES

A. Communications between Flight Control and company aircraft will be maintained through the Air/Ground Radio Communications System illustrated below:



5.1.1 COMMUNICATIONS FACILITIES (Cont'd)

B. In the event of Company Radio System failure, communications will be established through Aeronautical Radio, Inc. (AIRINC).

C. A flight which is unable to establish communications with an FAA ATC facility can relay pertinent information (position reports, etc.) to such facilities through Flight Control over the Company frequency.

5.1.2 AUTHORIZED AND UNAUTHORIZED RADIO MESSAGES

Aircraft to ground radio communications are controlled by applicable Federal Communications Commission Regulations.

A. Authorized messages.

1. Communications with other aircraft in the interest of flight safety.

2. Air to ground communications in the interest of safe, economic, efficient flight operations.

   (a) Mechanical, weather, aircraft/crew routing information.

   (b) Company flight releases and fuel information.

   (c) Unmanned station maintenance airworthiness releases.

   (d) Relayed position reports and ATC instructions.

   (e) Flight plans.

   (f) Passenger disposition messages.

   (g) Requests for medical services or wheel chair.

B. Unauthorized messages.

1. Reservations, administrative and general operations.

2. Personal messages to or from flight crews or individual passengers.

3. Messages intended for rebroadcast.

4. Superfluous transmissions.

5.1.3 PROCEDURES AND PHRASEOLOGY

Standard Radio Procedures and Phraseology, as outlined in the FAA Airmans Information Manual, will be used where applicable.

A. Aircraft to company communications.

1. The ground control point for the Company Radio System is located at Orange County Airport. Radio contacts with this point will be addressed as "Orange County". Normal communications with Dispatch will be given in an orderly manner. Departure and Arrival reports shall contain the following listed information:

Departure Report	Arrival Report
(a) Flight Number	(a) Flight Number
(b) Stations and Times	(b) Station and Times
(c) Estimate Next Station	(c) Fuel Remaining
(d) Fuel on Board	
(e) Flight Level (if Other Than Pre-Filed)	

2. Crew change or completion of sequences.

   (a) On a crew change or completion of sequences the arrival report shall be transmitted to Flight Control before leaving the gate area either by Company communication or telephone.

B. (Example of aircraft to Dispatch communications).

"Orange County, Air Cal five zero two"

Dispatch will respond with "Air Cal five zero two go ahead"

"Orange County, Air Cal five zero two off Oakland zero six four five diagonal four eight; San Jose zero six five seven diagonal zero seven hundred; San Jose zero seven ten diagonal one four; Ontario zero eight zero five; fuel one two point six."

Dispatch will acknowledge with "Roger, Air Cal five zero two (time) (Radio Operator's Sine).

5.2 COMMUNICATIONS PROCEDURES - DEPARTURE

5.2.1 PROCEDURES IN AIRPORT CONTROL ZONE

A. When the aircraft is operating on the ground or in flight in an airport control zone, two-way radio communications shall be established and maintained with the control tower or approach control.

B. Two-way radio contact and communications with the control tower or approach control must be maintained at all times under the following conditions:

1. When the flight is within the airport control zone.
2. When requested by ATC and/or Control Tower.
3. When the aircraft is being maneuvered or taxied on the ground.
4. When taking off, and until the aircraft leaves the airport control zone.

   NOTE: Clearance from the tower to leave tower frequency is neither necessary nor desirable except when it becomes necessary to change frequencies while still within the airport control zone.

5. When operating VFR within a terminal area.

5.2.2 AIRCRAFT IDENTIFICATION

Pilots are requested to exercise care that the identification of their aircraft is clearly transmitted in each contact with an ATC facility. Also, Pilots should be certain that their aircraft are clearly identified in ATC transmissions before taking action on an ATC clearance. Garbled aircraft identifications in radio telephone transmissions should never be taken for granted, but should always be checked.

5.2.3 PRE-DEPARTURE CHECK OF RADIO EQUIPMENT

A. The radio equipment shall be checked.

1. On initial flight.
2. Whenever a change in crew occurs.

B. Navigational VOR equipment shall be checked once during flight.

5.3 COMMUNICATION PROCEDURES - ENROUTE

5.3.1 RADIO WATCH TO BE MAINTAINED

A. During all Air California flights, the Captain shall insure that a continuous listening watch on the appropriate radio frequency is maintained at all times. It will be Company Policy to monitor the appropriate traffic control facilities for radar and other traffic advisory information.

5.3.2 POSITION REPORTS - WHEN REQUIRED

A. Normal position reporting is required when the aircraft is not in "Radar Contact" with ATC, or when "Radar Service is terminated". When informed by ATC that the aircraft is in "Radar Contact", Pilots should discontinue position reports over designated reporting points.

5.3.3 POSITION REPORT - CONTENTS OF MESSAGE

A. When filing a regular position report after passing a reporting point, the position report shall contain, in the order given, the following listed items:

1. Identification of flight (by flight number).
2. Position (name of reporting point).
3. Time over reporting point (to the nearest minute).
4. Flight altitude (above sea level).
5. Type of flight plan (VFR or IFR).
6. ETA over next reporting point (to nearest minute).
7. Name only of next succeeding reporting point along flight route.
8. Remarks, weather, etc., when required.

5.3.4 REPORTING POTENTIALLY HAZARDOUS METEOROLOGICAL CONDITIONS AND IRREGULARITIES OF GROUND AND NAVIGATION FACILITIES

A. Pilots encountering weather conditions which have not been forecast, or hazardous conditions which have been forecast, shall foreward a report of such weather to Air Traffic Control. The reporting of unanticipated weather or hazardous conditions may be of importance to the safety of other aircraft proposing flight within the area.

5.3.5 FILING OF FLIGHT PLANS

A. All regularly scheduled flights, which are conducted in turbojet equipment, will be center stored for a pre-arranged altitude and routing. All turbojet flights will be flown on IFR clearances unless in contact with Approach Control, Departure Control or Control Tower.

B. Only in an EMERGENCY should flight plans be filed from the aircraft direct to ATC or through AIRINC.

C. Charter/Contract flights are released under the rules for supplemental air carriers and commercial operators which require filing a flight plan containing the appropriate information in FAR 91.83. Pilots, when filing flight plans at off-line stations, must be particularly alert to include their full name and address rather than list "on file Air California". Fuel must be listed in hours instead of pounds.

5.4 COMMUNICATIONS PROCEDURES - ARRIVAL

5.4.1 CHANGE TO APPROACH CONTROL/TOWER

As per ATC Instructions.

5.4.2 RADIO REPORTS REQUIRED DURING AN INSTRUMENT APPROACH

As required by the Approach Controller.

5.5 COMMUNICATION PROCEDURES - EMERGENCY

5.5.1 TWO-WAY RADIO COMMUNICATION FAILURE - GENERAL

Unless otherwise authorized by ATC, each Pilot who has two-way radio communications failure shall comply with the rules of this Section.

5.5.2 TWO-WAY RADIO COMMUNICATION FAILURE - VFR

If the failure occurs in VFR conditions, or if VFR conditions are encountered after the failure, the flight shall continue under VFR and land as soon as practicable.

5.5.3 TWO-WAY RADIO COMMUNICATION FAILURE - IFR

If the failure occurs in IFR conditions, or if VFR conditions cannot be complied with the flight shall continue according to the following:

A. ROUTE - via the following order:

1. Route assigned in the last ATC clearance received or -
2. Direct route from failure to specified fix - or -
3. Route ATC advised that may be expected - or -
4. Route filed in the flight plan.

B. ALTITUDE - at the highest of the following altitude for the route segment being flown:

1. Altitude assigned in the last ATC clearance received - or -
2. Minimum altitude for IFR operation - or -
3. Altitude ATC advised that may be expected.

C. LEAVING A HOLDING FIX - if holding instructions have been received:

1. Leave the holding fix at the expected - further - clearance time - or -
2. If the expected approach clearance time has been received, leave the holding fix in order to arrive over the fix from which the approach begins as close as possible to the expected approach clearance time.

D. DESCENT FOR APPROACH - begin descent from the enroute altitude or flight level upon reaching the fix from which the approach begins:

1. Not before - the expected - approach - clearance time - or -
2. If no expected - approach - clearance time has been received at the estimated time of arrival, shown on the flight plan, as amended with ATC.

5.5.4 MALFUNCTION REPORTS

A. The Captain of each aircraft operated in controlled airspace under IFR, shall report immediately to ATC any of the following of equipment occurring inflight:

1. Loss of VOR, TACAN, ADF, or low frequency navigation receiver capability.
2. Complete or partial loss of ILS receiver capability.
3. Impairment of air/ground communications capability.

B. Each report required above shall include the following information:

1. Aircraft identification.
2. Equipment affected.
3. Degree to which the capability of the flight to operate under IFR in the ATC system is impaired.
4. Nature and extent of assistance he desires from ATC.

5.5.5 INFLIGHT EMERGENCY PROCEDURES

A. A flight that has an inflight emergency has three means of declaring an emergency:

1. Emergency squawk from transponders, (Code 7700)
2. Sending emergency message, (Mayday)
3. Flying triangular pattern (Left pattern for transmitter only failure)
   (Right pattern for transmitter and receiver failure)

B. Most ground stations have four electronic means of assisting:

1. Receipt of emergency message
2. Radar detection of triangular pattern
3. D.F. bearing
4. Detection of transponder emergency squawk

C. Should the Pilot experience two-way radio failure, he should squawk Code 7700 for 1 minute, change to Code 7600 for 15 minutes, then repeat the sequence.

5.5.6 SPECIAL EMERGENCY

A special emergency is a condition of air piracy, or other hostile acts by a person(s) aboard an aircraft, which threatens the safety of the aircraft or its passengers.

The special emergency message sent by the aircraft should be sent per current Emergency Procedures Chapter 7, this manual.

5.5.7 EMERGENCY TRANSPONDER SETTING

7500 - Am being hijacked, forced to a new destination.
7600 - No radio squawk (following 7700).
7700 - Emergency squawk.

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6.1 GENERAL

The very nature of our business requires that we establish and maintain precautionary measures in the form of rules, regulations, methods, practices and procedures which members of the Flight Operations Department thoroughly understand and follow. There is no substitute for such good practice in this business; however, these practices are not to be construed as a substitute for good judgement.

6.1.1 SAFETY

A. The primary consideration in all phases of our operations is safety.

1. Flights will not be started from, or landed at any point if the safety of passengers, crew or equipment will be jeopardized.
2. Flights will return to the starting point or land at the nearest suitable airport (whichever is the safest) whenever safety will be jeopardized by proceeding.

6.1.2 PASSENGER COMFORT

After SAFETY, the first consideration is passenger comfort. Flights will use altitudes and routes that will result in minimum turbulence and suitable cabin temperatures.

6.1.3 ON TIME POLICY

A. A basic purpose and goal is to provide best service to Air California Customers while producing maximum revenue to the Company. This can be best achieved by maintaining ON-SCHEDULE DEPARTURES AND ARRIVALS.

1. MAINTAINING on-schedule operation of flights is the first responsibility of all personnel
2. MAKING UP TIME on delayed flights is the second, but equally important, responsibility of all personnel.

B. The basic ON TIME policy discourages delays to accommodate added or connecting revenue; however, Flight Control is authorized a delay up to 10 minutes if, in their judgement unusual circumstance require.

6.1.4 UNNECESSARY MANEUVERS

A. Aircraft will not be maneuvered in a manner detrimental to the safe and orderly progress of flight.

B. Circling or detouring to view scenic areas and other points of interest is not authorized.

C. Descents shall normally be made at a rate which allows the cabin to descend at a rate of 500 ft. per minute.

6.1.5 CREW COORDINATION

Crew coordination and standardization is particularly important because its successful achievement depends on the sum of two intangibles, judgement and the ability on the part of one person to adjust to the many and varied personalities with whom he may be required to fly. The duties or specific acts required for each crewmember may be definable, but without smoothly functioning team-like precision, these varied duties can become elements of a confused situation and lead to a possible accident.

6.1.6 FLIGHT CREWMEMBER RESPONSIBILITY/IES

A. It is the responsibility of each Flight Officer to advise the Flight Operations office in writing, of any change of address and/or telephone number immediately upon change.

B. Newly hired Flight Officers, or pilots moving into a new base, will provide this information immediately upon its becoming available.

C. Flying Equipment, FAA License and Medical Certificate are required to be carried to all scheduled and non-scheduled flights and to all simulator and aircraft proficiency checks. All items will be up to date and available for inspection.

6.2 PASSENGER ACCEPTANCE

6.2.1 GENERAL

This section contains a resume of conditions under which Air California can refuse to transport unacceptable passengers and conditions under which firearms and electronic equipment and pets can be carried in the passenger cabin. Detailed instructions are in the Flight Attendants Manual, Chapter 4 and the Customer Service Manual, Sections 15.1301.

6.2.2 CONDITIONS FOR ACCEPTANCE OR REFUSAL

A. Intoxicated Passengers

1. Passengers obviously under the influence of intoxicating liquors or narcotics will be deplaned and refused passage. This does not apply to persons who have indulged in liquor and behave normally.

    a. The decision to deplane or refuse passengers will normally be the responsibility of the Senior Flight Attendant. However, this decision will be made by the Captain if the matter is brought to his attention.

6.2.2 CONDITIONS FOR ACCEPTANCE OR REFUSAL (Cont'd)

2. Federal Aviation Regulations (FAR 121.575) specify:

   a. No person shall drink any alcoholic beverage aboard an air carrier aircraft unless such beverage has been served to him by the air carrier operating the aircraft.

   b. No air carrier shall serve any alcoholic beverage to any person aboard air carrier aircraft if such person appears to be intoxicated.

   c. No air carrier shall serve any alcoholic beverage to any person who is escorting a person or who is being escorted in accordance with 121.584.

B. Ill or Infirm Passengers

1. Air California tariffs provide for refusal to transport persons whose age, mental or physical condition may be a source of discomfort, contagion, infection or displeasure to other passengers.

   The passenger is responsible to inform the Company of his condition but the responsibility of determining his acceptability rests with all personnel.

C. Incapacitated Passengers

1. Air California will accept an incapacitated passenger if he is capable of caring for himself without unreasonable attention or assistance from employees under normal operating conditions. If special attention is required, the passenger must be accompanied by an attendant who will be responsible and capable of caring for him enroute.

2. The number of incapacitated passengers, who do not have a personal attendant, shall not exceed the number of floor-level exits on the aircraft.

3. The total number of incapacitated passengers shall not exceed the total number of exits on the aircraft.

4. Incapacitated passengers must be seated near, but not adjacent to, an emergency exit, in a seat that would not block any persons access to any exit. Not more than one incapacitated person will be seated near any given exit.

5. The Captain will radio for medical assistance for any ill or injured passenger when circumstances require. A landing will be made at an adequate non-scheduled airport to expedite medical attention if the Captain believes it is necessary.

6.2.2 CONDITIONS FOR ACCEPTANCE OR REFUSAL (Cont'd)

D. Prisoners of the Law (Including Military)

1. On Line Restrictions

   a. Air California will not accept for carriage prisoners who must be handcuffed or otherwise physically restrained during flight. When a prisoner is handcuffed prior to boarding a flight, he should, if possible, be stationed away from the boarding area and not visible to other passengers up to the time of handcuff removal. This will not preclude the use of restraints enroute if the prisoner becomes unmanageable. The check-in Customer Service Agent will ask the guard if he possesses necessary restraints.

   b. Under no circumstances will a prisoner be seated next to an emergency exit. Prisoners and guards must be seated in the rear-most passenger seats that are not across from an aircraft exit.

   c. At least one officer must be seated between the prisoner and any aisle. This, in effect, limits to two the number of prisoners who may be accompanied by one guard.

   d. No prisoner should be permitted to leave his seat unless escorted by a guard, who will keep him under surveillance at all times.

   e. No intoxicating beverages of any kind will be served an escorting officer or a prisoner while onboard the aircraft.

   f. A prisoner may be served food at the discretion of the escorting officer.

   g. Prisoners and escorting officers must be boarded ahead of other enplaning passengers and deplaned after other passengers have deplaned.

   h. Air California may refuse to accept prisoners at any time, if in the judgement of the local supervisor, such acceptance would jeopardize the safety and comfort of the other passengers.

6.2.2 CONDITIONS FOR ACCEPTANCE OR REFUSAL (Cont'd)

i. Escorts are required to advise Air California whether or not a prisoner is "dangerous." "Dangerous" prisoners must be accompanied by at least two escorts and only one such prisoner may be carried on any aircraft. If this information is not volunteered the CSR will ask whether the prisoner is dangerous.

j. Unaccompanied persons who may have been in custody at point of departure (normally juveniles or deportees), may be accepted at the discretion of the local supervisor after discussion with the escorting officer and it has been determined that they will not jeopardize the safety or comfort of other passengers. If a doubt exists, the Captain should be consulted.

k. The number of prisoners to be carried on any one flight will normally be limited to 12; however, this may be increased at the discretion of the local Manager at the boarding station, except as outlined for "dangerous" prisoners in i. above.

E. Advice to Flight Crew

1. When prisoners are carried, the name of the guard and the name of the prisoner and advice as to which is which, together with seat numbers if known, will be entered on the Form, "Notice to Armed Individuals". Prior to takeoff, the Senior Flight Attendant must advise the Captain that prisoners are onboard.

F. Pregnant Women

1. Women who have passed the eighth month of pregnancy will be required to furnish a certificate from a doctor stating that the passenger is physically fit for transportation by air.

G. Passengers Requiring Oxygen

1. Air California does not accept passengers who will knowingly require the use of oxygen during flight.

2. Personal oxygen bottles are not acceptable for transportation in the passenger cabin or cargo holds.

3. Emergency and first aid oxygen will be administered on an as-needed basis inflight.

6.2.2 CONDITIONS FOR ACCEPTANCE OR REFUSAL (Cont'd)

H. Obnoxious Passengers

1. An obnoxious passenger will be refused further passage from the next regular stop, or, if the Captain believes the situation warrants, a landing will be made at the most suitable station and the passenger will be deplaned.

2. When enforcing this regulation, special care must be exercised to prevent loss of good will of other passengers and, if possible, the offending passenger. Extreme care must be exercised to avoid making statements before witnesses that Air California considers a passenger "intoxicated."

3. In many instances passengers who exhibit psychopathic symptoms cause difficulty during flight and must be removed to prevent injury to themselves or others, and to insure the safety of the flight. The following is outlined relative to handling and care of such passengers.

   a. If an apparently normal passenger boards an aircraft and then exhibits abnormality, care must be exercised by the crew for the protection of all concerned. The Flight Attendant must immediately inform the Captain and, if in flight, seek the aid of a doctor if one is aboard. His decision in handling the passenger should be followed and all possible aid should be given him.

   b. If there is no doctor aboard, the Captain will radio ahead and request a doctor and/or ambulance to meet the plane. Emergency landing procedures which may be necessary in a serious case, will be exercised if the Captain so decides. It is important that arrangements be made by radio for adequate medical coverage on landing so that a doctor familiar with the local governing laws will be available.

6.2.3 DEATH OF PASSENGER IN FLIGHT

A. If a death occurs shortly after departure from a station, the Captain will return to the last point of takeoff, weather permitting. Otherwise, he will proceed to the next scheduled stop and will radio requesting a doctor to be available upon arrival. Upon landing it will be the responsibility of the Captain and Station Supervisor to make certain that the stricken passenger is not removed from the cabin or disturbed in any manner prior to the arrival of a competent physician or coroner.

6.2.3 DEATH OF PASSENGER IN FLIGHT (Cont'd)

B. If symptoms indicate a passenger is dead upon landing and a doctor is not readily available, the Captain or Station Supervisor will immediately notify the Coroner's Office having jurisdiction over such matters, and take necessary steps to guard against the removal of the body from the aircraft until released by the local authorities.

C. The Captain will be responsible for the proper conduct of the flight crew and will advise the Dispatch Office of all circumstances attendant to the delay.

D. All other passengers will be immediately deplaned upon landing.

6.2.4 CARRIAGE OF WEAPONS

A. Authorized Persons

Federal Aviation Regulations provide that no person may carry on his person or in hand-carried luggage, a deadly or dangerous weapon, either concealed or unconcealed, on Air California aircraft. Exceptions to this regulation are listed below:

1. Federal Law Enforcement Officials, including members of the military are authorized to carry weapons aboard aircraft provided they have a need to be armed during flight. Such official or military personnel may establish a need by merely stating he has the need and can present proper credentials and/or identification.

2. Law enforcement officials of state, municipal, county and political subdivisions are authorized to carry weapons aboard aircraft provided they have a need to be armed during flight. Such official must establish need by presenting proper credentials and/or identification in addition to an official letter of authorization from their agency. In lieu of the letter of authorization, the official may complete and sign the "Notice to Armed Individuals" Form.

3. Foreign dignitary armed escorts may be authorized to carry weapons aboard aircraft provided they receive F.A.A. authorization. Coordination for this carriage of weapons will be handled directly between the FAA and the Air California security department.

6.2.4 CARRIAGE OF WEAPONS (Cont'd)

4. Under very special circumstances, other persons may be authorized by the FAA and Air California. All coordination will be handled directly between the FAA and the Air California Security Department.

B. Weapons in Checked Baggage

Air California will not knowingly permit the carriage of weapons in checked baggage, unless the following conditions are met:

1. The passenger has notified Air California that the weapon is in the baggage and that it is unloaded.
2. The baggage, or container, in which the weapon is carried is locked and that only the passenger retains the key.
3. The baggage is placed in a cargo compartment which is inaccessible during flight. Weapons may not be carried in the Flight Station.

C. Notification of Flight Crew

When the determination has been made that a person is authorized, under Section "A" above, to carry weapons aboard the aircraft, a Customer Service Agent will,

1. Complete the "Notice to Armed Individuals" Form in duplicate.
2. Present the original to the Captain with the completed load manifest at departure time. The original is filed by the Captain with the other trip papers.
3. Present the duplicate to the armed individual who must show it to the Flight Attendant upon boarding the aircraft. The Flight Attendant will assign specific seat numbers and list them on both copies of the form.

6.2.5 ELECTRONIC EQUIPMENT

A. Passengers are not permitted to operate portable radio or television receivers in flight. Portable voice recorders, heart pacemakers, hearing aids, and pocket calculators are acceptable.

6.2.6 LIVE ANIMALS

A. Clean, properly harnessed "Seeing Eye" dogs are permitted to accompany a blind passenger in the cabin. The dog is required to remain on the floor at the passenger's feet.

ANIMALS TO BE KEPT IN FWD CARGO COMP'T ONLY.

B. Domestic cats and dogs are not permitted in the cabin.

C. Birds are allowed in the cabin only if confined to an approved container furnished by the passenger.

6.2.7 TRANSPORTATION OF DANGEROUS ARTICLES AND MAGNETIZED MATERIALS

A. Air California will not accept, for transportation, any material classified as dangerous, hazardous, restricted or magnetized, including explosives flammable liquids and solids, oxidizing materials, corrosive liquids, compressed gasses, poisons, etiologicagents, radioactive materials and magnetic articles.

6.3 ADMISSION TO FLIGHT DECK

6.3.1 CONDITIONS FOR ADMISSION

A. Admission to the flight deck of Air California aircraft during flight is subject to the following conditions:

1. No person will be admitted to the flight deck as an observer except as authorized by FAR 121.547.
2. No person will be admitted to the flight deck either as an observer or to occupy a seat on the flight deck after drinking an alcoholic beverage during or immediately preceding flight.
3. FAA or National Transportation Safety Board personnel will be admitted any time while in performance of their duty. FAR 121.581 requires that the location of the seat made available to FAA personnel while conducting enroute inspections shall be determined by the Administrator. The Administrator has determined that:
    - a. In B737 aircraft the Center Observers Seat will be made available.

6.3.1 CONDITIONS FOR ADMISSION (Continued)

4. The safety of flight will not be jeopardized by the presence on the flight deck of an Observer.

   a. Nothing contained in this Section shall be construed as limiting the emergency authority of the Captain to exclude any person from the flight deck in the interest of safety.

5. Any Air California employee authorized to occupy a seat on the flight deck will present a neat appearance. If not in full uniform, he will wear a suit or jacket and slacks, and a necktie.

6. Any person eligible to ride in the cockpit as "Observer", must present a neat appearance so that a non-uniformed person in the cockpit will not cause passenger concern. The individual must be neatly attired. No extremes in hair, mustache or sideburns.

7. Any person occupying an observers seat on the flight deck must be briefed by a crewmember on the operation of the seat, seat belt and shoulder harness, oxygen mask, smoke goggles and if applicable, the use of radio headset.

6.3.2 ELIGIBILITY

A. Persons eligible to ride as "Observer" (no cabin seat required) are:

1. Authorized representative of the FAA and National Transportation Safety Board engaged in checking Flight Operations.

2. FAA Air Traffic Controllers authorized by the Administrator to observe ATC procedures.

3. Certified Airmen employed by Air California whose duties with Air California require an Airman's Certificate, or

   Certified Airmen of another carrier whose duties with that carrier requires an Airman's Certificate and who have been authorized by Air California to make specific flights. (Certificated Airmen are FAA licensed pilots, navigators, flight engineers, dispatchers and mechanics.)

6.3.2 ELIGIBILITY (Continued)

4. Air California employees whose functions are directly related to conduct or planning of flight operations, or in-flight monitoring of aircraft equipment or operating procedures; but only when their presence in the cockpit is required in the furtherance of such functions and when specifically authorized in writing in accordance with 6.3.3.

5. Technical representatives of the manufacturer of the plane or its components, whose functions are directly related to in-flight monitoring of aircraft equipment and/or operating procedures, but only when their presence in the cockpit is required in the furtherance of such functions and when specifically authorized in writing by the Administrator and authorized by the Company.

6. An agent of the Secret Service, assigned the duty of protecting a person on board the flight, who considers it necessary in the performance of his duty to occupy a seat on the flight deck.

B. Cockpit Authority - cabin seat also required (observer - CSR). Persons in the following categories, holding an Air California pass specifying "Cabin Seat Required" can ride in the cockpit with the approval of the Captain and also presentation of an authorization specified in 6.3.3 C. Persons riding in this category are those who the Company and their employer believe would be benefited by cockpit familiarization. However, in the interest of safety, FAR requires that a seat be available in the cabin to which they can retire, if the pilot should decide that their presence in the cockpit might interfere with flight crew activities:

1. ARINC radio operators
2. Meteorologists
3. Weather Bureau Aviation Forecasters
4. Persons specifically authorized by the Administration and by Air California.

6.3.3 AUTHORIZATION

A. Air California Flight Control will list authorized persons for flight, if space is available. If unavailable, alternate space will be suggested. Flight Control will make every effort to avoid conflict between persons desiring to use the observers seats. If unable to reconcile a conflict, the person with the highest pass classification will have priority.

6.3.3 AUTHORIZATION (Continued)

B. Persons authorized to ride in the cockpit without a seat in the cabin must present one of the following:

1. Air California "Jump Seat Form"
2. A letter or teletype message signed by an authorized Air California employee, as specified in Paragraph C.
3. Government Authorization Form.

C. Observer authorization forms are issued by:

President

Assistant Vice President Operations/Control

Director of Operations

Chief Pilot

Manager of Flight Control, or Dispatcher on Duty

6.3.4 PROCEDURE

A. Reservation

1. Flight Control will maintain a list of persons desiring to ride in the observers seat.
2. Persons desiring to ride as an observers are required to:
    a. Contact Flight Control and provide the following information.
        (1) Name
        (2) Flight desired and date.
        (3) Pass classification and basis of authorization.
        (4) Stations between which flights will be made.

B. Boarding and Removal

1. It is mandatory that observers check in with the gate agent and board the flight through the passenger boarding gate.

6.3.4 PROCEDURE (Continued)

2. Observers will identify themselves with the Flight Attendant and proceed directly to the flight deck upon boarding. They will remain in the cockpit until the load manifest has been completed, after which an observer may occupy any empty seat in the passenger cabin, if the purpose of the flight does not require his presence in the cockpit.

   Exception

   Pilot crewmembers in uniform must not leave the cockpit and take a seat in the cabin after take-off because this will give the impression that a flight deck crewmember has left his assigned position.

3. An observer who leaves the cockpit to take a seat in the cabin must advise the Flight Attendant.

4. Available Flight Attendant jumpseats may be occupied by the following personnel:

   a. Flight Attendants deadheading to or from duty when a cabin seat is unavailable.

      NOTE: Deadheading Flight Attendants are not required to be in uniform.

   b. Qualified inflight Flight Attendant supervisory personnel when a cabin seat is unavailable.

   c. Sales Representative on Charter flights, when approved by Flight Control - for the specific flight involved.

   d. Flight crewmembers deadheading to or from duty when a cabin seat is unavailable.

6.4 FLIGHT DECK RULES

6.4.1 OCCUPANCY OF PILOTS' SEATS AND MANIPULATION OF CONTROLS

A. The Captain may permit only the following to occupy a pilot's seat of an Air California aircraft in scheduled flight:

1. Left Seat
    - (a) The Captain
    - (b) A qualified Chief or Check Pilot
    - (c) A currently qualified Captain on the equipment flown assigned as First Officer.
2. Right Seat
    - (a) The Captain
    - (b) A qualified First Officer
    - (c) A fully qualified Chief or Check Pilot
    - (d) Except during takeoff or landing - a fully qualified Air Carrier Safety Agent who has specific Air California authorization.
    - (e) Except during takeoff or landing - a fully qualified pilot of another certificated airline who has specific Air California authorization.

B. The Captain may permit the following to manipulate the controls of an Air California aircraft in scheduled flight:

1. A qualified Chief or Check Pilot.
2. During the first one-hundred hours of flying after qualification in an aircraft type, the Captain will perform all takeoffs and landings. Upon release from the high minimum restrictions and having accumulated one-hundred hours of flight time in the equipment the Captain may, at his option, allow the First Officer to make takeoffs and landings.

6.4.1 OCCUPANCY OF PILOTS' SEATS AND MANIPULATION OF CONTROLS (Cont'd)

2. (Continued)

   The Captain should keep in mind the qualification level of the First Officer and not allow him to execute landing or approaches in situations beyond his ability. If the First Officer is new to the Captain or the situation doubtful, the Captain should take command of the aircraft. The Captain is responsible for the aircraft regardless of who is flying and should always exercise a conservative philosophy.

3. Except during takeoff or landing - a fully qualified Air Carrier Safety Agent who has specific Air California authorization.

4. Except during takeoff or landing - a fully qualified pilot of another certificated airline who has specific Air California authorization.

C. In application of the Section (6.4.1) "qualified" means fully qualified and certificated to perform the duties of a pilot in scheduled flights in the particular type of aircraft. "Specific authorization", means written authorization by the Director of Flight Operations, or Chief Pilot.

6.4.2 CREW COMPLEMENT FOR TEST FLIGHTS, ENGINE RUN-UP OR TAXI

A. Test Flights - Any Captain, First Officer or Flight Engineer currently qualified in the particular equipment may be assigned to a test flight.

NOTE: ALL TEST FLIGHTS REQUIRE FULL CREW COMPLEMENT

B. Normally flight crews will not runup engines or taxi aircraft for ground service purposes. However, in an emergency, flight crews may do so but a complete, qualified cockpit crew must be at the controls of the aircraft.

6.4.3 NOISE ABATEMENT

A. Consistent with safety, pilots will observe local noise abatement procedures.

6.4.4 CABIN TO COCKPIT DOOR

A. Ground Parked - The cabin to cockpit door will remain closed and locked at all times passengers are aboard aircraft except when necessary to provide access to the cabin or cockpit for crewmembers or other authorized persons.

B. Taxi or In-Flight - The cabin to cockpit door will remain closed and locked at all times in accordance with approved Normal Procedures Checklist except when necessary to provide access to the cabin or cockpit for crewmembers or other authorized persons.

C. Non-Revenue Flights - The cabin to cockpit door will be secured open whenever Flight Attendants are not carried. The cabin will be monitored during such flights.

6.4.5 REMAINING AT CONTROLS

A. Each flight crewmember on flight deck duty will remain at his station during takeoff and landing. This is also applicable enroute unless necessary to leave in the performance of duties or physiological needs. Not more than one flight crewmember will leave at one time. Each flight crewmember will keep his seat belt fastened while at his station.

Each flight station occupant must use the shoulder harness during take-off and landing, unless it interfers with the performance of his duties.

B. When an observer, wearing an Air California uniform, is enroute in the cockpit, the observer and a flight crewmember must not appear in the cabin at the same time while in flight.

C. Except when necessary in the performance of their duties, flight deck crewmembers will not be present in the cabin when passengers are aboard or boarding.

6.4.6 COCKPIT LIGHTS

A. During the hours of darkness, while taking off, climbing to cruising altitude, descending from cruising altitude and while landing, the spot lights on the cockpit bulkhead and all lights in the companionway will be turned off and instrument lights and switch lights will be regulated to give adequate light in the cockpit without interfering with outside vision.

6.4.7 PAPER WORK

A. In a desire to improve the air traffic observation capability of the cockpit crewmembers, only pertinent paper work (takeoff data, ATIS landing data, etc.) will be accomplished during climbs and descents. All other paper work, including entries in the Pilot's Flight Log, will be done only while on the ground with the engines not running or after reaching cruising altitude.

NOTHING BELOW 10,000 FT.

6.4.8 SMOKING IN AIRCRAFT

A. Smoking by passengers or crewmembers, is never permitted during refueling operations, nor at any other time on the ground, except for the following:

1. When a prolonged departure delay occurs after passengers have boarded, smoking may be permitted if the Captain turns the "No Smoking" sign off. The sign must be turned "On" again prior to departure.

B. Smoking is permitted when the "No Smoking" sign is "Off" and the aircraft is in normal flight, after initial climb and prior to final approach.

6.4.9 USE OF PUBLIC ADDRESS SYSTEM

A. The public address system is to be used regularly for pilot announcements pertaining to:

1. At least 15 seconds prior to starting take-off roll, the Captain will announce (or direct an announcement) over the P. A. system "Flight Attendants will please take their seats."
2. When a flight is cleared to land by the tower (or beginning final approach at non-tower airports) the First Officer will announce over the P. A. system "Flight Attendants will please take their seats."
3. A brief "Welcome Aboard" announcement by the Captain (each leg).
4. Explanation of the reason for delays and unusual maneuvers, etc. Normally, pre-departure delay announcements are made by the Customer Service Representative.
5. Weather phenomena in flight - rough air, lightning, rain, St. Elmo's fire, etc. (This will reassure the passengers.)
6. Announcements of expected turbulence, with a request to fasten seat belts, giving estimated length of time turbulence is expected to last. Do not use the system to tell passengers to unfasten seat belts at any time.
7. Brief description of points of interest - avoid lengthy explanations and running commentaries.
8. Announcements of unusual news events.

6.4.9 USE OF PUBLIC ADDRESS SYSTEM (Cont'd)

9. Terminal weather conditions, ground temperature and precipitation.

> NOTE: Routine announcements such as "Welcome Aboard", Description of Points of Interest", etc., are to be made at altitudes above 10,000 feet only.

B. If cockpit duties prevent the Captain from making announcements the duty will be delegated to the First Officer. The use of the system will be restricted to very unusual or emergency comments during the period that passengers are normally asleep.

6.4.10 BELL SIGNAL SYSTEM

	COCKPIT TO CABIN	CABIN TO COCKPIT
ONE RING	Change in cabin signs.	(None)
TWO RINGS	Advises Flight Attendant of start of takeoff roll. Alerts Flight Attendant to be in seat with seat belt fastened at this time.	(None)
THREE RINGS	Signal to cabin for interphone: Routine business.	Signal to cockpit for interphone: Routine business.
FOUR RINGS	Unusual or hazardous situation. Answer interphone immediately. If no response, go to cockpit to determine reason for warning alert. USE CAUTION!	Unusual or hazardous situation. Answer interphone immediately. If no response, send crewmember to cabin as soon as possible to determine reason for warning alert. USE CAUTION!

6.5 FLIGHT CREWMEMBER RESPONSIBILITIES/PRIOR TO FLIGHT

6.5.1 FLIGHT OFFICER CONDUCT

A. A Flight Officer wearing an Air California uniform is a representative of the Company, and his deportment must create trust and confidence in him and the Company.

B. The use of alcoholic beverages by a Flight crewmember requires a maximum amount of discretion. A Flight Officer is prohibited from drinking alcoholic beverages of any kind during the 8 hours prior to reporting for a flight on which he is scheduled as a crewmember or before a flight on which he is scheduled to deadhead. Violation of this policy will result in immediate dismissal from the Company.

C. A Flight Officer in uniform is restricted from public places devoted primarily to the sale of alcoholic beverages.

D. A Flight Officer shall conduct himself in the cockpit with due regard to the standing of his profession. His attention must be devoted only to those details relevant to the operation of the aircraft and the management of the flight.

E. A Flight Officer who is deadheading, regardless of the mode of transportation, is considered on duty and shall conduct himself accordingly.

6.5.2 MEDICAL REQUIREMENTS

Medical Certificates must be renewed and copies posted with the Flight Operations Department by the 15th of the month in which they expire.

A. A Flight Officer is prohibited from engaging in flight duty within 24 hours following use of any anti-histamine drug or 12 hours following use of any sulfa drug. Use of any other drug or medication is also restricted unless certified by a physician as having no effect on ability to operate aircraft.

B. Return to flight duty following the giving or receiving of blood shall be coordinated with a physician.

C. The Director of Operations, at his option, may require a Flight Officer to obtain approval from a physician prior to returning to flight duty after being on sick leave.

D. Approval from a physician must be obtained prior to return to flight duty after being off schedule for any of the following:

1. Hospitalized for any reason.
2. Sick leave of absence for more than 15 days.

6.5.2 MEDICAL REQUIREMENTS (Cont'd)

E. The use of narcotics in any form, unless under the direct care or supervision of a physician, is prohibited. Any violation of this policy will be cause for immediate removal from flight duty and will subject the Flight Officer involved to dismissal from the Company.

F. A Flight Officer is prohibited from SCUBA diving, regardless of depth, during the 24 hours preceding flight duty.

G. A Flight Officer whose Medical Certificate bears a limitation requiring the possession or wearing of corrective glasses will have on his person, or within reach while seated at his duty station, two pairs of corrective glasses.

6.5.3 CERTIFICATES AND EQUIPMENT

A. Each Flight Crewmember shall carry and have readily available for his use, the following equipment:

- One 2 cell (Type D) flashlight in good working order.
- Computer
- Current copy of normal and abnormal checklist.
- Valid radio - telephone operators permit.
- Certificates required by the FAA.
- Special airport manuals (Example L-188 TVL)

B. Captains

- Jeppesen Manual
- Operations Manual

C. First Officers

- Appropriate Pilots Handbook
- Noise Abatement Manual

D. Flight Engineers

- Appropriate Pilots Handbook
- Miscellaneous Hand Tools

E. The FAA approved Airplane Flight Manual and Weight & Balance Manual are required on all flights. The Air California Runway Analysis Manuals are maintained on the aircraft to increase efficiency of operations, but are not required for flight.

6.5.4 PERSONAL APPEARANCE

A. A Flight Officer will present a neat, well-groomed appearance. Hair styles will follow these guidelines:

1. The face will be clean shaven except mustaches are permitted.

2. If the employee elects to wear a mustache, it must be natural and trimmed. It may not extend more than 1/4 inch beyond the corners of the mouth. Goatees and beards are not acceptable.

3. Hair must be neatly trimmed. Excessively long, extreme or unkept hair which precludes proper wear of all headgear is prohibited. Hair will not touch the ears or the collar except the closely cut hair on the back of the neck.

4. Hair may be styled over the forehead but must not protrude below the front band of the uniform hat.

5. Sideburns are permitted but must be neatly trimmed and tapered. The base will be a clean shaven horizontal line and will not be flared. Sideburns will not extend below the bottom of the ear.

6. Wigs or hairpieces will not be worn by crewmen while in uniform or on duty except for cosmetic reasons to cover natural baldness or physical disfiguration.

7. Check Airmen are responsible for frequent inspection to see that crewmen are properly groomed, uniforms are in good condition and properly worn.

B. It is the responsibility of the Flight Officer to keep his entire uniform neat, clean, and pressed at all times. No ornaments, emblems or pins shall be added other than the official Air California flight officer wings and the appropriate number of stripes on the sleeves, with the following exception: an Air California service pin and/or a Union pin may be worn centered one (1) inch above the flight officer wings. Unkept personal appearance, unshined shoes, dirty or greasy visor, frayed collar, cuffs, button holes, pocket edges, flight bag of shabby appearance or in poor repair, loose neckties, sports clothing, fancy shoe styles, etc., will be cause for removal of the Flight Officer from the flight schedule.

6.5.4 PERSONAL APPEARANCE (Cont'd)

C. The full uniform with jacket will normally be worn during winter months (October thru May). The jacket will normally be omitted during summer months (June thru September).

1. At Captain's discretion, the uniform jacket and/or cap may be worn or omitted at any time during the year.
2. The shirt will be worn with epaulets at all times.
3. The tie will be worn at all times.
4. Color matching of all components to be standard with other flight crewmembers.

6.5.5 FLIGHT OFFICER UNIFORM SPECIFICATIONS

A. Uniform Material

- Air California brown dyed in a serge material 13-1/2 ounces to the yard, 55% polyester 45% wool, 2-ply of the warp and filling, Raeford quality.

B. Uniform Jacket

- Two button single breast cut over conservative civilian lines. Custom tailored to individual measurements.
- 4-1/2 inch width notch lapels
- Moderate suppressed waist with front darts.
- Two lower piped flap straight pockets with 3" flaps.
- No breast welt pocket.
- 3/8 inch machine stitched edges.
- Center hook vent 11" height on a 31" coat; length to be adjusted with various coat lengths.

6.5.5 FLIGHT OFFICER UNIFORM SPECIFICATIONS (Cont'd)

- Two inside breast pockets and lower cigarette pocket.
- Sleeve stripes 3/8" width black mohair all around sleeves; 4 for Captain, 3 for First Officer, 2 for Flight Engineer. 1st stripe 2-1/2" from bottom of sleeve and 1/4" apart.

C. Uniform Trousers

- Cut over conservative civilian lines.
- 2" waistband and 2" belt loops, 3/8" width, or optional extension waistband and no belt loops.
- Two standard hip pockets with tab or button on left.
- Slight flare, flare measuring 1" over knee.
- Plain hem
- 1/8th side front pockets or optional full-top pockets

D. Uniform Cap

- First Officers and Flight Engineers shall have leather visor of dark brown shade, cap cover will be same fabric as uniform with brown grosgrain ribbon around stand of cap and single strand gold nylon chin strap. ?
- Captains will have same style as the First Officer except visor will be embroidered.
- Grommets will be worn in cap cover.

E. Uniform Tie

- Dark brown necktie, standard uniform width in either clip-on or four-in-hand model. [illegible]

F. Uniform Belt

- Dark brown, plain leather with plain buckle.

6.5.5 FLIGHT OFFICER UNIFORM SPECIFICATIONS (Cont'd)

G. Shirts

- White broadcloth shoulder strap style, breast pockets, flaps optional. Short sleeve, to be worn with epaulets.

H. Shoes

- Solid brown, round toe, plain finish oxford style shoes. Moccasins, loafers, wing tips, square toes, buckles or fancy styles will not be worn.

Dark Brown
or
Cordovan

I. Socks

- Plain brown socks.

J. Miscellaneous Trimmings

- Union label.
- Standard lining in brown satin or optional prints.
- Fused canvas fronts.
- Pilots's initials below inside left breast pocket.
- Pilot's name in right inside breast pocket, date and serial number.
- Hand felled collar and sleeve lining.
- Sweat shields.

K. Flight Bag

- Reasonable size, dark brown or black color, in good repair and neat in appearance. Overnight bags and RON kits should be consistent with flight bag requirements.

6.5.6 PILOT IN COMMAND QUALIFICATIONS

A. No Pilot shall be considered qualified for upgrade training unless he has the following requirements:

1. ATR and First Class Medical

2. 8000 hours pilot experience in airplanes.

6.5.6 PILOT IN COMMAND QUALIFICATIONS (Cont'd)

3. 60 months active flying as a Pilot with Air California.

4. 1000 hours as Pilot In Command on large jet transport aircraft or 3000 hours as First Officer, in type.

B. Air California may waive or reduce any or all of the requirements above and retains the right to consider factors other than minimum experience levels in approving candidates for upgrade.

6.5.7 AUTHORITY AND RESPONSIBILITY

A. The Pilot-in-Command of an aircraft is directly responsible for, and is the final authority as to the operation of that aircraft. He is responsible for:

1. The safety of passengers, crew, cargo and equipment.

2. The safe conduct of the flight in compliance, with Company and Federal Aviation Regulations.

3. Supervision of all crewmembers during all phases of the flight's operation.

4. Initiating the policy which requires the Captain and Senior Flight Attendant, prior to departure of originating and crew change flights, to exchange information on expected weather conditions, any unusual aspect of the flight's operation, or any cabin problems, etc.

B. Ferry Flights - The Pilot-in-Command of passenger carrying ferry flights is responsible for passenger briefing as required by FAR 91.199. Company employees riding as passengers (including Flight Attendants) may not be used for this purpose. The Pilot-in-Command is also responsible for the arming of evacuation slides as appropriate and to see that any cabin cargo and equipment aboard is properly stowed.

Only flight crewmembers and persons essential to the operation of the aircraft shall be carried aboard ferry flights that may not meet applicable airworthiness requirements but are capable of safe flight to a base where the necessary maintenance or alterations can be performed.

6.5.7 AUTHORITY AND RESPONSIBILITY (Cont'd)

C. Captains exercise authority in connection with the operation of their flights as follows:

1. Co-authority with the Dispatcher to operate scheduled and other flights.

2. Authority to delay or cancel a flight when, in his opinion, conditions require. However, in the interest of advance planning, the decision to cancel a flight will not be reached until the matter has been co-ordinated with Flight Control.

D. The Captain assigned as Pilot-in-Command of the flight shall be in full command and has the final decision in all matters pertaining to the proper conduct and safety of the flight.

1. In the event the Captain becomes incapacitated during flight, due to an accident or other causes, or becomes incapable of maintaining command of the flight, the

    (a) Reserve Captain, if on board, shall assume responsibility.

    (b) First Officer shall assume responsibility if a Reserve Captain is not on board.

6.5.8 FLIGHT TIME LIMITATIONS

A. No flight deck crewmember shall exceed flight time limitations as set forth in FAR 121.471, 121.503 or other applicable regulations.

B. Flight deck crewmembers must log all other commercial flying on the monthly flight time and pay credits log.

C. In order to accurately compute paycap limitations, all flight time, ground school, simulator and operations meetings must be entered on the flight time and pay credit log sheet immediately after the time is earned, but in no case later than the next flying day.

6.6 CREWS DUTIES

6.6.1 CAPTAINS

A. Preflight responsibility.

1. Reporting for duty as scheduled by Flight Control.

2. Jointly responsible with the Dispatcher for preflight planning and release for the flight or series of flights.

6.6.1 CAPTAINS (Cont'd)

3. Determining the correct amount of fuel is on board and properly loaded.

4. The aircraft is properly pre-flighted by his crew.

5. Insuring that altimeters, clocks, and radio's have been set properly before takeoff.

6. Shall verify that a correct copy of the load manifest, dispatch release, weather, flight plans, and required forms are on board prior to each departure.

7. Review aircraft log book for maintenance problems, DMI's and recurring problems.

B. Enroute Responsibility

1. Proper use of all check lists.

2. Cross checking and setting altimters
   - (a) Below 18,000 ft MSL use the current reported altimeter setting along the route within 100 nautical miles.
   - (b) At or above 18,000 ft MSL use standard setting of 29.92.
   - (c) Landing airport altimeter setting prior to starting the approach.

3. Assuring all radio equipment is correctly tuned to the proper station.

4. Advise the First Officer to call out altitudes and airspeed in accordance with Air California procedures.

5. Prior to all instrument approaches, advise the crew as to what minimum altitude he will descend while on instruments. This altitude will be determined from the approach plate and stated in altitude above mean sea level.

6. Perform all landings with any engine inoperative.

7. Notify Air Traffic Control of any aircraft emergency conditions.

8. Observe FAA and Air California Regulations.

9. Assignment of proper duties to Flight Deck and Cabin Crew.

6.6.1 CAPTAINS (Cont'd)

C. Postflight Responsibility

1. Complete flight records, trip papers, load manifest, releases, etc.
2. Record all "Amendments to Dispatch Release" on his copy of the Flight Release.
3. Complete aircraft log, trip and times totaled, and mechanical irregularities that have occurred.
4. Complete monthly flight times and pay credits log.
5. Check-out with crew scheduling.

6.6.2 FIRST OFFICER

A. Preflight Responsibility

1. Reporting for duty as scheduled by Flight Control.
2. Aiding the Captain in preflight preparation, as necessary.
3. Visual preflight inspection of the aircraft per Air California Procedures.
4. Adequate supply of required Air California forms.

B. Enroute Responsibility

1. Proper use of all check lists.
2. Cross checking and setting altimeters.
    - (a) Below 18,000 ft. MSL use the current altimeter setting along the route of flight within 100 nautical miles.
    - (b) At or above 18,000 ft. MSL use standard setting of 29.92
    - (c) Landing airport altimeter setting prior to starting the approach.
3. Tuning all radios and checking for proper station identification.
4. Assuring that the Captain understands all clearances and bringing to the Captains attention any deviations.

6.6.2 FIRST OFFICER (Cont'd

5. Call out altitude and airspeeds in accordance with Air California Procedures.
6. Operation and monitoring of aircraft systems and flight progress, maintain a continuous watch for other aircraft.
7. Other duties which may be assigned by the Captain.
8. Assume command of the aircraft in case the Captain becomes incapacitated during flight and there is no Reserve Captain on board.
9. Maintain flight logs, record ATC clearances, record amendments to the Dispatch Release, and aircraft log book requirements.
10. Observe FAA and Air California Regulations.

C. Post-Flight Responsibility

1. Complete flight records.
2. Complete aircraft log book.
3. Complete monthly flight times and pay credit log.
4. Check-out with crew scheduling.

6.6.3 FLIGHT ENGINEER

A. Pre-Flight Responsibility

1. Reporting for duty as scheduled by Flight Control.
2. Visual pre-flight of the aircraft per Air California Procedures.
3. Review the aircraft log for DMI's, open items, recurring problems, and brief the other crewmembers.
4. Assist in preparation of the Weight & Balance.
5. Servicing of the aircraft at off line stations.
6. Compute performance data for takeoff.
7. Supervise fuel loading and distribution.

6.6.3 FLIGHT ENGINEER (Cont'd)

B. Enroute Responsibility

1. Proper use of all checklists.
2. Starting of all engines, ground runup, and check.
3. Management and monitoring of all systems.
4. Computation of cruise performance, cruise control, and proper use of all performance manuals.
5. Assist the Captain and First Officer throughout all phases of flight.
6. Maintain sufficient knowledge of the aircraft, powerplant, and system to handle malfunctions and correct in-flight troubles that could be hazardous.
7. Handle Company radio communications.
8. Observe FAA and Air California regulations.

C. Post-Flight Responsibility

1. Complete all enteries in the aircraft log, trip and times logged.
2. Brief maintenance on aircraft problems.
3. Complete monthly flight times and pay credit log.
4. Check-out with crew scheduling.

6.6.4 FLIGHT ATTENDANTS

A. Pre-Flight Responsibility

1. Reporting for duty as scheduled by Flight Control.
2. Check-in with supervisor and proceed to the aircraft 30 minutes prior to departure (or immediately upon the arrival of a continuing flight.)
3. Check all cabin emergency equipment, visual check of the cabin and commissary.

6.6.4 FLIGHT ATTENDANTS (Cont'd

4. Greet and assist boarding passengers, collect boarding passes. Insure that able bodied passengers are seated at emergency exits.
5. Insure that carry on baggage is stored in the proper locations.
6. Passenger briefing per Air California procedures.

B. Enroute Responsibility

1. Visual check of cabin prior to departure.
2. P.A.'s concerning seat belt and no smoking signs.
3. Beverage service will be offered - Flight Crews will be served only afer all passengers have been served.
4. Restocking and securing of galley's.
5. Perform such other Flight Crew duties, routine or emergency which may be assigned to them.
6. Pre-landing P.A. and cabin check to insure seat belts are fastened, seat backs and tray tables upright and locked, all cups, glasses, etc. are picked up.

C. Post-Flight Responsibility

1. Arrival P.A.
2. Deplane passengers, check that passengers have all their personal belongings.
3. Write up cabin discrepancy's and give to the Flight Crew.
4. Complete liquor and supply report.
5. Check-out with crew scheduling and supervisor.

6.7 AIRCRAFT LOADING

6.7.1 RESPONSIBILITY

A. The supervision of and responsibility for the proper loading of fuel, baggage, cargo, and passengers aboard Air California aircraft shall be shared jointly by the Captain and the Dispatcher on departures from Santa Ana.

B. For departures from points other than Santa Ana, the Supervising Agent shall be responsible for the Supervision and proper loading of Air California aircraft and shall verify this to the Captain.

6.7.2 FUELING FORMS ARE REQUIRED FOR ALL DEPARTURES AND WILL BE INCLUDED WITH THE TRIP PAPERS FOR RECORD PURPOSES

A. On Line Stations - the aircraft fuel order form will be completed after each refueling and contain the following information:

1. Aircraft Number
2. Flight Number and Date
3. Fuel Load Required in 1000's of Pounds
4. Gallons Added and Fueler's Signature

The completed fuel order form (original copy) will be given to the Flight Crew and attached to the load manifest.

B. Off Line Stations - the fuel receipt from the fueling agency is the fuel order record and will be attached to the load manifest and is a required part of the trip papers.

6.7.3 WEIGHT AND BALANCE, GENERAL

A. The weight and balance forms will be made out in duplicate prior to each flight. The original copy is the Flight Crew copy and is included with the trip papers. The duplicate copy is kept on file at the Station for 24 hours.

B. Prior to departure of the flight, the Supervising Agent will check the Weight and Balance Form and verify with the Captain that the aircraft is properly loaded, within limitations, and that the load is properly distributed.

C. When a flight departs a station where no authorized personnel is available to supervise the loading of fuel, baggage, cargo, and passengers, the Captain will be fully responsible for the proper loading of the airplane. The Captain may delegate the responsibility for the actual supervision of the loading, but he shall fully and completely assure himself that the aircraft is properly loaded.

6.7.3 WEIGHT AND BALANCE, GENERAL (Cont'd)

D. Weight and balance procedures used by Air California are explained in detail in the Aircraft Weight and Balance Manual, the Pilots Handbook and the Station Operations Manual, make sure all enteries are clear and legible, double check for accuracy of all enteries.

6.7.4 PASSENGER WEIGHT

Passenger weights used on the Weight and Balance Form will be determined by the authorized person responsible for that trips loading schedule. There are three (3) distinct systems in use for determining the passenger weights; adjusted weight, average weight and actual weight.

A. Adjusted Weight (B737) - is a specific weight assigned to a passenger or number of passengers. It is found by referring to the table on the back of the B737 Weight and Balance Form.

B. Average Weight (L188) - is an FAA authorized weight which may be used in lieu of the passengers actual weight. It is found on the back of the L188 Weight and Balance Form and is also listed later in this Section.

C. Actual Weight - is the passengers true weight and must be used with special groups of passengers, regardless of which airplane type or weight and balance system used. The actual weight may be determined by any one of the three following methods:

1. Weigh or ask each passenger of the Special Group and use the total actual weight, or,
2. Use the weights listed on the passenger manifest as furnished by the Special Group, or,
3. Use 200 pounds for each adult passenger in the Special Group.

6.7.5 SPECIAL GROUPS

When special groups of passengers, such as athletic squads, military personnel, etc., are carried, whose weight obviously does not conform to the normal standard weight, actual weights, (1, 2 or 3 above) must be used for that group. Do not use average or adjusted weights for Special Groups.

A. When the Special Group is only a part of the total passenger load, the actual weight (1, 2 or 3 above) must be used for the Special Group and the adjusted or average (as appropriate) weight is used for the balance of the passengers. In this case, a notation must be entered on the Weight and Balance Form indicating the number of persons in the Special Group and identifying the Group; i.e., football squad, baseball team, etc. Concurrence with Flight Control shall be obtained with respect to the actual weights being used.

6.7.6 AVERAGE WEIGHTS

A.

165 pounds	(Summer) each adult passenger, May thru October.
170 pounds	(Winter) each adult passenger, November thru April.
80 pounds	Each child between 2 and 12 year of age.
200 pounds	(Special Group) each adult passenger.

B. Each listed weight includes 5 pounds of carry-on baggage whether carried or not.

C. Children over 12 are considered to be adults and children under 2 are considered "babes in arms".

D. When additional Crewmembers (ACM) occupy the Jump Seat(s): Add 170 lbs or the actual weight to the O. E. W. on the Electra L-188. On the Boeing B-737, use the appropriate adjusted O. E. W. for one or two observers. ADD 2-01

6.7.7 BAGGAGE WEIGHT DETERMINATION

A. Baggage weight used on the Weight and Balance Form, will be determined by the authorized person responsible for that trips loading schedule. As with the passenger weight determination, there are also three (3) distinct systems for determining baggage weight; Adjusted Weight for B737, Average Weight for L188 and Actual Weight for Special Groups. In each case, (except for Special Groups) the correct baggage weights are listed on the reverse side of the appropriate Weight and Balance Form.

B. When Special Groups of passengers, such as athletic squads, etc., are carried the actual baggage and team equipment weights must be used. This equipment is handled as Air Freight on the Weight and Balance Form. Other passengers baggage weights are listed in the usual fashion, using adjusted or average weights as appropriate.

C. Average Weights - for each piece of checked baggage, an average of not less than 23.5 lbs., and

For each passenger boarding the aircraft, 5 lbs. (has been added to passenger weight for hand baggage) whether or not such baggage is carried by the passenger.

D. To avoid the possibility of the aircraft "CG" exceeding allowable limits, the restrictions in loading of passengers, baggage, and/or cargo and fuel loads listed on the specific Weight and Balance Form for each type of aircraft must be followed explicitly.

6.7.8 VISUAL INSPECTION OF EXTERNAL DOORS

A. FAR 25.783(e) and CAR 4b.356(e) require that means be provided to visually inspect the door locking mechanism on external doors, for which the initial opening movement is outward, to determine that these doors are fully locked. This includes passenger, crew, service and cargo doors.

B. Although operating rules do not specifically require visual inspection of the locking mechanism of all such doors, good operating procedures would dictate thorough visual inspections of all door lock systems prior to flight.

C. Flight crewmembers should be especially alert during walk-around inspections and ascertain, by visual inspection, that all external doors are properly closed, latched and locked in position. These visual inspections should be used in conjunction with the appropriate electronic door warning systems for verification.

6.8 AIRCRAFT CABIN PROCEDURES

6.8.1 STOWAGE OF EQUIPMENT

All Air California flight crewmembers will be responsible for compliance with this Section, all passengers must comply with instructions given by a crewmember.

A. Carry-on Baggage - for take-off or landing each article of baggage carried aboard by passengers must be stowed in a suitable baggage or cargo stowage compartment, or under a passenger seat where baggage is permitted to be stowed, or, as in Item B below.

B. Passenger Cabin Cargo - cargo may be carried forward of the foremost seated passengers and carry-on-baggage may be carried alongside the foremost seated passengers, if the cargo (including carry-on-baggage) is carried either in approved bins, or in accordance with the following:

1. It is properly secured by a safety belt or other tiedown having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions.
2. It is packaged or covered in a manner to avoid possible injury to passengers.
3. It does not impose any load on seats or the floor structure that exceeds the load limitations.

6.8.1 STOWAGE OF EQUIPMENT (Cont'd)

4. Its location does not restrict access to or use of any required emergency or regular exit, or the aisle in the passenger compartment.

5. Its location does not abstruct any passenger view of the "seat belt" or "no smoking" signs, or required exit signs.

C. Carry-on baggage or cargo may never be carried aft (to the rear) of any passenger unless it is stowed under the seat. There are no exceptions.

D. Garment bags may be carried in the overhead racks provided the bag does not exceed twenty (20) pounds in weight, and are folded so that hanger hooks are not exposed. If it contains more than the above or has heavy objects, such as cameras, toilet articles or make-up kits, it must be stored under a seat or checked as baggage. Items stored in the overhead racks must not cover emergency equipment.

E. Retention of Items of Mass - means must be provided to prevent each item of galley equipment and serving carts, when not in use, and each item of crew baggage, which is carried in a passenger or crew compartment from becoming a hazard by shifting under load factors corresponding to an emergency landing condition.

F. Food and Beverage Service Equipment - no food, beverage, or tableware furnished by Air California may be located at any passenger seat during takeoff or landing. Food, beverage trays, and serving carts must be in their stowed positions for takeoff and landing.

6.8.2 BRIEFING PASSENGERS

A. Prior to take-off, passengers must be briefed by the Flight Attendant on the following items:

1. Smoking rules, and no smoking permitted in Lavatories.

2. Location and operation of all Emergency Exits

3. Location and demonstrate the use of oxygen dispensing equipment if the flight level will be above 25,000 ft. and the necessity of using oxygen in the event of cabin depressurization.

4. Use of Seat Belts - after takeoff caution about keeping seat belts fastened even when seat belt sign is off.

6.8.2 BRIEFING PASSENGERS (Cont'd)

5. Seat backs must be in full upright locked position for all takeoff and landings.

6. Tray tables must be in full stowed (locked) position for all takeoff and landings.

B. Prior to landing, passengers must be briefed on the following items:

1. No smoking.

2. Seat belts fastened.

3. Seat backs in the full upright position.

4. Tray tables stowed.

6.8.3 REQUIRED FLIGHT ATTENDANTS

A. FAR 121.391 specified the minimum number of Flight Attendants by aircraft seating capacity.

B. See Operations Specifications Chapter 2, Part A for maximum passenger seating capacity demonstrated.

6.8.4 OXYGEN REQUIREMENTS

A. Crewmember - each certificate holder shall provide a supply of oxygen for crewmembers in accordance with the following:

1. At cabin pressure altitudes above 10,000 feet, up to and including 12,000 feet, oxygen must be provided for and used by each member of the flight crew on flight deck duty and must be provided for other crewmembers for that part of the flight at those altitudes that is of more than 30 minutes duration.

2. At cabin pressure altitudes above 12,000 feet, oxygen must be provided for, and used by, each member of the flight crew on flight deck duty, and must be provided for other crewmembers during the entire flight at those altitudes.

6.8.4 OXYGEN REQUIREMENTS (Cont'd)

3. When a flight crewmember is required to use oxygen, he must use it continuously except when necessary to remove the oxygen mask or other dispenser in connection with his regular duties. Standby crewmembers who are on call or are definitely going to have flight deck duty before completing the flight must be provided with an amount of supplemental oxygen equal to that provided for crewmembers on duty other than on flight duty. If a standby crewmember is not on call and will not be on flight deck duty during the remainder of the flight, he is considered to be a passenger for the purposes of supplemental oxygen requirements.

B. Passengers - each certificate holder shall provide a supply of oxygen for passengers in accordance with the following:

1. For flights at cabin pressure altitudes above 10,000 feet, up to and including 14,000 feet, enough oxygen for that part of the flight at those altitudes that is of more than 30 minutes duration, for 10 percent of the passengers.

2. For flights at cabin pressure altitudes above 14,000 feet, up to and including 15,000 feet, enough oxygen for that part of the flight at those altitudes for 30 percent of the passengers.

3. For flights at cabin pressure altitudes above 15,000 feet, enough oxygen for each passenger carried during the entire flight at those altitudes.

6.8.5 SUPPLEMENTAL OXYGEN FOR EMERGENCY DESCENT AND FIRST AID

A. General - when operating a turbine engine powered airplane with a pressurized cabin, the certificate holder shall furnish oxygen and dispensing equipment to comply with Paragraphs (b) through (e) of this Section in the event of cabin pressurization failure.

B. Crewmembers - When operating at flight altitudes above 10,000 feet, the certificate holder shall supply enough oxygen to comply with FAR 121.329, but not less than a two-hour supply for each flight crewmember on flight deck duty. The oxygen required in the event of cabin pressurization failure by FAR 121.337 may be included in determining the supply required for flight crewmembers on flight deck duty.

MIN 1000 PSI FOR CREW
MIN 1400 PSI " PAX

6.8.5 SUPPLEMENTAL OXYGEN FOR EMERGENCY DESCENT AND FIRST AID (Cont'd)

C. Use of oxygen masks by flight crewmembers as follows:

1. When operating at flight altitudes above flight level 250, each flight crewmember on flight deck duty must be provided with an oxygen mask so designed that it can be rapidly placed on his face from its ready position, properly secured, sealed, and supplying oxygen upon demand; and so designed that after being placed on the face it does not prevent immediate communication between the flight crewmember and other crewmembers over the airplane intercommunication system. When it is not being used at flight altitudes above flight level 250, the oxygen mask must be kept in condition for ready use and located so as to be within the immediate reach of the flight crewmember while at his duty station.

2. When operating at flight altitudes above flight level 250, one pilot at the controls of the airplane shall at all times wear and use an oxygen mask secured, sealed, and supplying oxygen, except that he need not wear and use an oxygen mask while at or below flight level 410 if each flight crewmember on flight deck duty has a quick-donning type of oxygen mask that the certificate holder has shown can be placed on the face from its ready position, properly secured, sealed, and supplying oxygen upon demand, with one hand and within five seconds. The certificate holder shall also show that the mask can be put on without distrubing eye glasses and without delaying the flight crewmember from proceeding with his assigned emergency duties. The oxygen mask after being put on must not prevent immediate communication between the flight crewmember and other crewmembers over the airplane intercommunication system

3. Notwithstanding subparagraph (2) of this paragraph, if for any reason at any time it is necessary for one pilot to leave his station at the controls of the airplane when operating at flight altitudes above flight level 250, the remaining pilot at the controls shall put on and use his oxygen mask until the other pilot has returned to his duty station.

4. Before the takeoff of a flight, each flight crewmember shall personally preflight his oxygen equipment to insure that the oxygen mask is functioning, fitted properly, and connected to appropriate supply terminals, and that the oxygen supply and pressure are adequate for use.

6.8.5 SUPPLEMENTAL OXYGEN FOR EMERGENCY DESCENT AND FIRST AID (Cont'd)

D. Use of portable oxygen equipment by cabin attendants - Each attendant shall, during flight above flight level 250 flight altitude, carry portable oxygen equipment with at least a 15-minute supply of oxygen unless it is shown that enough portable oxygen units with masks or spare outlets and masks are distributed throughout the cabin to insure immediate availability of oxygen to each cabin attendant, regardless of location at the time of cabin depressurization.

E. Passenger cabin occupants - When the airplane is operating at flight altitudes above 10,000 feet, the following supply of oxygen must be provided for the use of passenger cabin occupants:

1. When an airplane certificated to operate at flight altitudes up to and including flight level 250, can at any point along the route to be flown, descend safely to a flight altitude of 14,000 feet or less within four minutes, oxygen must be available at the rate prescribed by this part for a 30-minute period for at least 10 percent of the passenger cabin occupants.

2. When an airplane is operated at flight altitudes up to and including flight level 250 and cannot descend safely to a flight altitude of 14,000 feet within four minutes, or when an airplane is operated at flight altitudes above flight level 250, oxygen must be available at the rate prescribed by this part for not less than 10 percent of the passenger cabin occupants for the entire flight after cabin depressurization, at cabin pressure altitudes above 10,000 feet up to and including 14,000 feet and, as applicable, to allow compliance with FAR 121.329(c)(2) and (3), except that there must be not less than a 10-minute supply for the passenger cabin occupants.

3. For first-aid treatment of occupants who for physiological reasons might require undiluted oxygen following descent from cabin pressure altitudes above flight level 250, a supply of oxygen in accordance with the requirements of FAR 25.1443(d) must be provided for two percent of the occupants for the entire flight after cabin depressurization at cabin pressure altitudes above 8,000 feet, but in no case to less than one person. An appropriate number of acceptable dispensing units, but in no case less than two, must be provided, with a means for the cabin attendants to use this supply.

F. Passenger briefing - Before flight is conducted above flight level 250, a crewmember shall instruct the passengers on the necessity of using oxygen in the event of cabin depressurization and shall point out to them the location and demonstrate the use of the oxygen-dispensing equipment

6.9 AIRCRAFT OPERATING PROCEDURES

6.9.1 CHECKLIST PHILOSOPHY

A. The Air California philosophy for normal operation of the airplane is to use the checklist as a follow-up safety check of actions already performed. Pilots are expected to perform the required actions first and then call for the checklist.

B. Challenge and response - as each checklist item is read, the responder will verify and answer each item. Any item omitted or incomplete will be accomplished at the time it is read before continuing with the checklist.

"AFTER THE FACT" CK. LIST.

C. Normally, the pilot not flying the airplane will read the challenge, and the pilot flying the airplane will make the response. The "After Take-off", the "Descent and Approach" and the "After Landing" checklist will normally be accomplished by the pilot not flying the aircraft - on the Captain's command, the pilot not flying will verbally and clearly read the challenge and response after performing the required checklist actions. During abnormal operations, the secondary action "Emergency" checklist items will be initiated by the checklist and the pilot not flying the aircraft will have the responsibility for the challenge, response and those appropriate actions directed by the Captain.

D. As mentioned in Item A, (above), pilots are expected to perform the required actions from memory and call for the checklist to verify such actions. Calling the "checklist" from memory to verify those actions defeats the purpose of the checklist and is expressly prohibited.

E. "After Landing" checklists will not be accomplished until the aircraft has cleared the active runway. With the exception of "Start APU" (at Ontario and San Diego Stations only), after landing clean-up will not be initiated until clear of the active runway.

F. The "Descent and Approach" checklist will be initiated approaching 18,000 ft. as a reminder to reset Altimeters.

G. Only F.A.A. approved checklists are acceptable for use. Do not use other checklists or aids (such as Control Wheel Checklists) unless they agree exactly with the Approved Checklist furnished in the flight station.

6.9.2 INTERSECTION TAKEOFF

A. The ever increasing volume of aircraft operations has focused attention on the availability of runway intersections for takeoff. Pilots have long had the prerogative of using only a portion of a runway and tower controllers may now initiate intersection takeoffs.

6.9.2 INTERSECTION TAKEOFF (Cont'd)

B. In the use of intersection takeoffs, as in the use of entire runway lengths, the pilot is responsible for the safe operation of his aircraft.

C. It is Air California's basic policy that the full length of the available runway be used unless a runway analysis chart (takeoff gross weight), for any given intersection has been included in the Operations Manual for the purpose of defining limitations as applicable to that intersection takeoff. The pilot may elect to accept or initiate intersection takeoffs in this case providing he determines his takeoff gross weight does not exceed chart limitations.

6.9.3 ABORTING TAKEOFF

A. The Captain alone makes the decision to continue or refuse a takeoff for any reason. A decision to refuse a takeoff will require immediate retarding of the thrust levers. The Captain's right hand will be on the thrust levers until reaching V_1 speed.

B. A takeoff will be refused for any of the following reasons, unless there is some over-riding condition which, in the Captain's judgement, requires continuance of the takeoff:

1. Loss of takeoff thrust.
2. Engine fire warning.
3. Takeoff warning horn.
4. Any other malfunction or abnormal indication as determined by the Captain to be sufficient reason to refuse.

C. In cases where the takeoff is aborted, the cause should be determined and corrected before another takeoff is attempted. In those cases where the takeoff is continued, the cause should be determined and corrected, or the flight should return to the airport of departure.

6.9.4 AIRCRAFT SPEED

A. Unless otherwise authorized by the Administrator, no person may operate an aircraft below 10,000 ft. MSL at an indicated airspeed of more than 250 knots. (FAR 91.70, a) see Item C, below.

6.9.6 ALTITUDE AWARENESS AND RATE MANAGEMENT

The high rate of change capabilities of jet equipment necessitates an increased awareness of altitude and rate of climb or descent to avoid over-shooting assigned altitudes. During climbs and descents, the pilot not flying the aircraft will call out:

STANDARD CALLOUTS

(IFR and VFR - Pilot Not Flying)

CONDITION	LOCATION	CALLOUT
CLIMB AND DESCENT	Approaching: Transition Altitude (18,000 ft.) (IFR/VFR)	"18,000 ft. altimeters reset" FROM APPR. CK LIST
	1000 ft. above/below assigned altitude (IFR)	"1000 ft. to level off"
DESCENT	10,000 ft. (MSL) reduce airspeed) (IFR/VFR)	"10,000 ft."
	At: 1000 ft. above initial approach altitude (IFR) or field elevation (VFR)	"1000 ft. above initial" (or field)
FINAL APPROACH	First positive inward motion of localizer bar (IFR)	"Localizer alive"
	First positive motion of glide-slope bar (IFR)	"Glideslope alive"
	Final fix inbound (altimeters, instruments and flags cross checked (IFR)	"Over fix, VOR, etc., - feet altimeter and instruments cross checked"
	500 ft. above field elevation (altimeter, instruments and flags cross checked (IFR)	"500 ft. above field, altimeters and instruments cross checked"
	After 500 ft. above field elevation (IFR/VFR)	(Call out significant deviations from programmed airspeed, descent and instrument indications)
	100 ft. above minimums (IFR)	"100 ft. above minimums"
	Minimum altitude (D.H. or M.D.A.) (IFR)	"Minimums, runway in sight" or no runway in sight)

6.9.4 AIRCRAFT SPEED (Cont'd)

B. Unless otherwise authorized or required by ATC, no person may operate an aircraft within an airport traffic area at an indicated airspeed of more than 200 knots (turbine powered). (FAR 91.70, b, 2). This does not apply to any operations within a terminal control area. Terminal control area operation must comply with Item A of this Section (FAR 91.70, b2)

C. The applicablility of Subpart A - General, FAR 91, describes rules governing the operation of aircraft.... within the United States. (FAR 91.1, a)

1. This rule is not now applicable to operations being conducted outside the domestic limits of the United States. Airline operations outside the 3-mile limits of the Continental United States, the Hawaiian Islands, Puerto Rico, the Virgin Islands, Alaska, etc., are not required to be operated below 250 knots below 10,000 feet.

2. However, crewmembers are cautioned that adherence to the speed rule concept is mandatory whenever Airways Traffic Control instructions involve speed reductions in the interests of separation and/or safety while operating within controlled airspace.

6.9.5 COCKPIT SPEAKERS

A. The most significant cause of misunderstood clearances and other communications is the cockpit speaker audio output. In some instances this interference almost completely drowns out or causes flight crew conversations, commands, responses, etc., to be unintelligible.

B. Flight station speakers shall not be used below 10,000 AGL, or in terminal areas during arrivals and departures, unless otherwise required as a result of headset failure, etc.

6.9.7 DESCENT AND APPROACH

No Air California aircraft shall descend below the pertinent minimum altitude for initial IFR approach until proper clearance has been received from the appropriate facility controller.

Descent and approach procedures will be carried out in accordance and compliance with those procedures set forth in the Jeppesen Airway Manual.

The following is to define and clarify approach procedure and terminology:

A. "Cleared for Approach": - In a non-radar environment this means you are cleared to make the approach to DH or MDA following the prescribed approach procedure. In a radar environment where you have been assigned an intercept heading and altitude to an ILS final, this means you are cleared to make the approach to DH after ILS interception.

B. It must be remembered that terrain clearance is provided on "Glideslope" only if the aircraft position is within the confines of the localizer. The last assigned altitude must be maintained until this time.

C. On non-precision approaches where step down descents to MDA are employed, descents to the next lower altitude cannot be made until the appropriate fix(s) have been crossed.

6.9.8 INSTRUMENT APPROACHES

During all instrument approaches when the weather is below VFR minimums, the pilot not flying shall advise the pilot flying:

1. When passing the outer marker, middle marker, and when reaching minimum MDA or DH altitude.
2. Call out altitude in accordance with Section 6.96 of this Chapter (Altitude Awareness and Rate Management Standard Callouts).
3. Deviations: greater than plus 10 knots or minus zero, from target approach speed. Rates of descent in excess of 1000 ft. per minute. One (1) dot displacement on localizer, ± one (1) dot on the glideslope.
4. Altimeter and flight instrument discrepancies, and/or instrument comparator system discrepancies.

6.9.9 CIRCLING APPROACHES

A. Whenever landing weather minimums are below 1000 - 3, only the Pilot in Command shall be authorized to perform a circling approach.

B. First Officers (Second in Command) are prohibited from performing a circling approach in operations under this part. In addition, this maneuver will be waived for First Officers during proficiency checks. VFR - 20- [illegible]

6.9.10 MISSED APPROACH PROCEDURES

When a landing cannot be accomplished upon reaching the missed approach point, as defined on the approach procedure chart, the pilot must comply with the missed approach instructions for the procedure being used or with an alternate missed approach procedure if specified by Air Traffic Control. All missed approach procedures will be made using full power.

6.9.11 FUEL DUMPING VERSUS OVERWEIGHT LANDINGS

Increased concern regarding ecology and efforts to reduce operating costs has resulted in the issuance of policy guidance on landing overweight in lieu of fuel dumping.

The fact that the Pilot-In-Command is the only person in a position to make a final determination as to the safest course of action in an abnormal or emergency situation is recognized, and FAR's 121.557 and 121.559 provide for deviations from the prescribed procedures by the Pilot-In-Command to the extent required in the interests of safety.

The infinite number of variables and wide differences in individual assessments of what constitutes an emergency situation makes any clear, concise definition impossible.

Guidance material on fuel dumping should conform with good operating practices and be in compliance with appropriate FAR's.

6.9.12 GROUND PROXIMITY WARNING SYSTEM

A. Notwithstanding the language in the procedures section of the Airplane Flight Manual, it was never intended that a missed approach be conducted in each case involving a GPWS warning. The GPWS alert is a warning that the crew must immediately focus their attention on terrain proximity and make a determination as to whether the warning is valid. If there is any doubt as to the validity of the warning, positive action to alter the flightpath to stop the warning should be initiated immediately. This action is particularly appropriate under the following conditions:

1. While maneuvering for an approach at night or in instrument conditions.

6.9.12 GROUND PROXIMITY WARNING SYSTEM (Cont'd)

2. When established on an approach where vertical guidance is unreliable.

3. In maneuvering for, or established on, an approach when ambient conditions such as turbulence or wind shear cause the approach to become unstabilized.

B. On the other hand, it would also be appropriate for the pilot, during the approach, to deactivate the GPWS when he determines during visual conditions that the aircraft is stabilized and at a point in space that would assure adequate terrain clearance or closure.

6.9.13 FLIGHT DECK WARNING LIGHTS

A. Warning or system position indicating lights will not be blocked, covered, or bulbs removed for the purpose of reducing glare.

6.9.14 MAGNETIC COMPASS

A. The placement of any object containing a magnet or metallic substance near the magnetic compass is not authorized.

6.9.15 USE OF NAVIGATIONAL RADIO TO IDENTIFY AIRPORTS

A. The majority of wrong airport landings have occurred because the crew neglected to identify and use navigational aids for the airport of intended landing. Positive airport identification without the use of navigational aids, when two or more airfields are in close proximity to each other and have the same or nearly the same physical layout, is extremely difficult, especially during the hours of darkness or during periods of reduced visibility.

B. Radio Navigation Aids will be utilized for all VFR as well as IFR approaches (whenever available) to positively identify the airport of intended landing. It is the further responsibility of the flight crewmembers to properly tune, identify and utilize such radio navigational aids where appropriate.

6.10 CLARIFICATION OF APPROACH TERMS AND SPECIAL PROVISIONS

6.10.1 GENERAL

The following data establishes perimeters of operation wherein a pilot on an IFR flight plan may deviate from the prescribed instrument approach procedure procedure and proceed to the airport of destination by visual reference to the surface:

Approach:	Rules:	Remarks:
CONTACT APPROACH (IFR)	Pilot must maintain: (1.) Clear of clouds (2.) Not less than one mile visibility	Available in any controlled airspace Pilot must initiate request ATC must approve request
	Ceiling and visibility minimums also required - see text	Additional minimums: Circle to land - see text Straight-in - see text
VISUAL APPROACH (IFR)	Pilot must maintain: Visual flight rules, (not just clear of clouds)	Available in radar environment only
	Ceiling at least 500' above minimum vector altitude (Never less than a 1500' ceiling)	Pilot or ATC may initiate request
	Visibility minimum three miles	ATC must approve request and pilot may be expected to maintain visual seperation from other aircraft
SPECIAL VFR (IFR) or (VFR)	Pilot must maintain: (1.) Clear of clouds (2.) Not less than one mile visibility	Available in Control Zones only (never available at LAX/SFO/OAK) Pilot must initiate request ATC must approve and issue clearance

6.10.2 CONTACT APPROACH

VFR - MIN 1 MI.

A. Pilots operating on an IFR flight plan, provided they are clear of clouds and have at least one (1) mile flight visibility and can reasonably expect to continue to the airport in those conditions, may request authorization for a "contact approach".

1. A contact approach is an approach procedure which may be used in lieu of a prescribed instrument approach procedure to an airport.
2. It may not be used on an IFR flight plan to an airport not having an authorized instrument approach procedure.
3. It may not be used to conduct an instrument approach to one airport and then, when "in the clear" to discontinue that approach and proceed to another airport.
4. During contact approaches, the pilot assumes the responsibility for obstruction clearance.
5. Contact approach minimums are as follows:
    - (a) Circling Approach. The reported ceiling and visibility must be equal to or better than the published circling minimums prescribed for the applicable instrument approach procedure to that runway.
    - (b) Straight-in Approach. The reported ceiling and visibility must be equal to or better than the published MDA and visibility for a non-precision straight-in approach to that runway.
    - (c) Visibility must never be less than one (1) mile.

CATEGORY 'C'

6.10.3 VISUAL APPROACH

VFR - MIN 3 MI.

A. In a RADAR environment, ATC may descend an IFR aircraft to the minimum vectoring altitude, vector it to the airport traffic pattern and clear it for a "visual approach" whenever the ceiling is at least 500' above the minimum vectoring altitude and the visibility is three (3) miles or more.

6.10.3 VISUAL APPROACH (Cont'd)

1. Minimum vectoring altitude can never be less than 1000', therefore the ceiling must always be 1500' or greater depending upon local terrain/obstructions.

2. Clearance for visual approaches may be issued by ATC whenever the pilot reports sighting the airport - or - the aircraft is positioned behind a preceding aircraft and the pilot has that aircraft in sight.

3. Radar separation is provided only up to the time "visual approach" clearance is issued; the pilot then assumes the responsibility for separation.

4. You must advise ATC whenever you are unable to maintain visual separation and/or encounter less than basic visual flight rules (1000-3).

5. Visual approaches afford a more expeditious service to arriving aircraft whenever visual flight rules prevail.

6. Controllers are apt to assign "visual approaches" rather than "contact approaches" since it is the only special procedure they can initiate themselves -- and it relieves them of separation requirements.

6.10.4 SPECIAL VFR APPROACH

A. Within control zones only, a pilot may request and be given a clearance to conduct special VFR flight to, from, or within the control zone providing such flight will not delay IFR operations.

1. Depending upon the control zone, visibility minimums may vary, however, in no case will less than one mile be approved. Operations "within" the control zone requires one mile "flight" visibility, whereas takeoffs and landings require one mile "ground" visibility.

2. The aircraft must remain clear of clouds at all times within the control zone.

6.10.4 SPECIAL VFR APPROACH (Cont'd)

3. Special VFR operations are prohibited in some control zones due to the high volume of IFR traffic. It is never available at LAX/SFO/OAK. (Refer to FAR 93.113.)
4. ATC provides separation between special VFR flights and between them and IFR flights
5. Special VFR has very limited application in airline operations because it is for "visual" flight rules. It does have an advantage over "contact approaches" in that it does not require an instrument approach procedure for use.

6.10.5 LOWER THAN STANDARD VISIBILITY - LOCAL CONDITIONS

A. Operations Specifications Section 26 (Part C, Page 11) permits IFR landing minimums to be reduced to 1/2 mile at regular, refueling and provisional airports, unless specifically prohibited on the applicable IFR approach plate. Generally, such prohibition occurs whenever the approach is non-standard, or a ceiling minimum is involved. AIR CARRIER REDUCTION NOT ALLOWED (PRINTED ON APPROACH PLATE)

FAR 121.649 (b) permits VFR landing minimums to be reduced to 1/2 mile at any airport.

In either of the above cases, the local visibility reduction must result from purely surface weather conditions such as smoke, haze, dust, ground-fog, blowing snow, or sand, etc., and the ceiling must be 1000' or better.

B. For IFR Operations, the aircraft must be aligned with the runway of intended landing before entering the local surface visibility conditions and the runway is plainly visible allowing the pilot to have adequate visual reference to the line of forward motion at all times during final approach and landing.

When such condition exists, the pilot will advise the appropriate controller (ATC/Approach/Tower), "I will continue my IFR approach to lower minimums of 1/2 mile as authorized by our Operations Specifications."

C. For VFR Operations, all turns prior to landing and all flights beyond one mile from the airport boundary must be accomplished above or outside the area of local surface visibility restriction.

When such condition exists, the pilot will advise the appropriate controller (ATC/Approach/Tower) "Cancel IFR, I will proceed VFR to lower minimums of 1/2 mile as authorized by Air Carrier Regulations."

6.10.5 LOWER THAN STANDARD VISIBILITY - LOCAL CONDITIONS (Cont'd)

D. When executing either type of approach to lower visibility minimums, do not use terminology such as "visual approach", "contact approach" or special VFR", since none of these are applicable, and, in fact, require higher minimums!

1. Example

   The pilot plans approach to Runway 9, SAN, (Jeppesen ILS-9). Weather reported as 2000' overcast, 1-1/2 miles. Prior to crossing Final Approach Fix, visibility changes to 1/2 mile account ground-fog (local condition).

2. Discussion

   (a) Pilot may not continue this IFR approach to 1/2 mile under "local conditions rule" because it is specifically prohibited on the ILS-9 Approach Plate.

   (b) Pilot may cancel IFR and continue VFR at 1/2 mile visibility under FAR 121.649 (b).

   (c) Had the visibility changed after passing Final Approach Fix, pilot could have continued approach under "look-see" provisions but could not have landed if he found existing weather to be less than published minimums of one (1) mile. (FAR 121.651)

   [illegible]
   approach you must execute
   a missed approach

   (d) Pilot could have requested LOC-A, or NDB-B approach and continued IFR to touchdown since these approach plates do not have the prohibition note and 1/2 mile visibility is approved under Operations Specifications.

6.11 SEVERE WEATHER

6.11.1 GENERAL

Flight through areas of thunderstorms, moderate or severe turbulence or moderate or heavy icing will be avoided if possible.

6.11.2 THUNDERSTORMS AND TURBULENCE

A. The operation of flights in thunderstorm areas requires special consideration by Pilots and Dispatchers.

1. No firm rule to avoid thunderstorm cells by a definite number of miles can be given; however, the pilot must exercise good judgement based on knowledge of thunderstorm characteristics to accomplish his flight safely. Most aspects of severe weather can be associated with thunderstorm activity.

2. The storm cloud is only the visible portion of a turbulent system whose updrafts and downdrafts often extend outside of the storm proper. Severe turbulence should be anticipated when within 20 miles of severe storms.

    (a) Airborne radar is a particularly useful aid in maintaining a safe distance from severe storms.

3. If flight through thunderstorms, turbulence or hail cannot be avoided, the recommended turbulence/rough air penetration airspeeds for the type airplane flown will be maintained as closely as possible. 280/M.70

4. Lightning may be expected in the clear air in the vicinity of thunderstorms.

B. An aircraft inspection is required following flight through severe turbulence. Inspection procedure is outlined in the Maintenance Manual.

C. Turbulence intensity is defined as:

1. Light - A turbulent condition during which occupants may be required to use seat belts, but objects in the airplane remain at rest. Airspeed may fluctuate from 5 to 15 knots.

2. Moderate - A turbulent condition in which occupants require seat belts and occasionally are thrown against the belt. Unsecured objects in the aircraft move about. Airspeed may fluctuate from 15 to 25 knots.

6.11.2 THUNDERSTORMS AND TURBULENCE (Cont'd)

3. Severe - A turbulent condition in which the aircraft momentarily may be out of control. Occupants are thrown violently against the belt and back into the seat. Objects not secured in the aircraft are tossed about. Airspeed may fluctuate more than 25 knots.

4. Extreme - A rarely encountered turbulent condition in which the aircraft is violently tossed about, and is practically impossible to control. May cause structural damage. Rapid fluctuations in airspeed in excess of 25 knots.

6.11.3 ICING

A. No flight will be dispatched, enroute operations continued, or a landing made when, in the opinion of the Captain or the Dispatcher, icing conditions are expected or encountered which might adversely affect the safety of the flight.

B. Takeoff will not be attempted with ice, snow or frost adhering to the aircraft.

C. When dispatching into known icing conditions all anti-icing/de-icing systems will be operational per the Minimum Equipment List. Refer to the appropriate Pilots Handbook for limitations and/or performance adjustments.

D. Regardless of existing atmospheric conditions or temperature, pitot-heat will be turned "ON" prior to takeoff and will remain "ON" during flight.

E. Icing intensity is defined as:

1. Trace - Ice becomes perceptible. Rate of accumulation slightly greater than rate of sublimation. It is not hazardous even though deicing/anti-icing equipment is not utilized, unless encountered for an extended period of time - over one hour.

2. Light - The rate of accumulation may create a problem if flight is prolonged in this environment (over one hour). Occasional use of deicing/anti-icing equipment removes/ prevents accumulation. It does not present a problem if the deicing/anti-icing equipment is used.

6.11.3 ICING (Cont'd)

3. Moderate - The rate of accumulation is such that even short encounters become potentially hazardous and use of deicing/anti-icing equipment or diversion is necessary.

4. Severe - The rate of accumulation is such that deicing/anti-icing, equipment fails to reduce or control the hazard. Immediate diversion is necessary.

6.11.4 HAIL

A. Hail is always associated with Cumulonimbus cloud formations with severe up and downdrafts and turbulence. Hail can be expected not only within the storm itself but also in the vicinity and in front of the storm.

B. When hail is encountered, observe the recommended turbulence/rough air penetration airspeeds for the type airplane flown. 280/M.70

6.11.5 LIGHTNING STRIKE

A. The probability of a lightning strike is greatest near or slightly above the freezing level. Lightning can also strike an aircraft flying in clear air in the vicinity of a thunderstorm.

B. In the event of a Lightning Strike:

1. The Captain will immediately make a check of the airplane for visible or functional indication of damage. If there is any question of airworthiness and the Captain deems it advisable a landing will be made at the nearest suitable airport.

2. As soon as possible following a lightning strike the magnetic compass must be checked for accuracy. This will be accomplished in as many cardinal headings as practical, using other cockpit indications (fluxgate, gyrosyn, radio or known headings) as references.

6.11.5 LIGHTNING STRIKE (Cont'd)

3. Further, an operational check must be made of radio equipment and electrical instruments must be monitored for erratic or sluggish operation.

   (a) The maximum bearing deviation between the two navigation receivers is 4 (four) degrees.

4. An exterior visual inspection will be made at the next point of landing. This inspection will be made by the Captain unless it is a station where maintenance personnel are assigned. If the inspection is to be made by station personnel the Captain will provide full information which may have a bearing on possible damage.

6.11.6 OPERATING PRECAUTIONS

A. Takeoff with snow, slush or standing water.

   1. Refer to the appropriate Pilots Handbook for performance data.

B. Landing on icy, wet, or snow covered runways.

   1. Landing technique on slippery runways dictates maximum use of thrust reversing and speed brakes (B737), particularly in the early stages of deceleration after landing. Use of symmetrical thrust reversing offers the most effective means of deceleration from higher speeds under these runway conditions. As landing roll speed reduces, apply steady light to moderate braking.

   2. Thrust reversing with slow aircraft ground speeds, can cause slush, snow, or water to be thrown forward on aircraft surfaces where it may freeze. After landing, under these conditions, the aircraft will be externally inspected by a crewmember and hazardous accumulations will be removed prior to the next departure.

6.11.6 OPERATING PRECAUTIONS (Cont'd)

3. After a heavy snow, runway edge lighting, touchdown zone markings, and center line lighting may be covered or restricted in intensity. If such lighting aids are obscured, the reduced visibility minimums (based upon normally operating aids) might require modification in accordance with the Operations Specifications Tables, provided for that purpose. It will be the Captain's responsibility to determine the safe utilization of such runways under these conditions.

4. The following general procedures are to be followed when landing on slippery runways:

   (a) Fly a stabilized approach without excessive airspeed. Touchdown at proper point and avoid holding the airplane off.

   (b) Execute a missed approach if zero drift condition cannot be established prior to touchdown.

   (c) With aircraft equipped with automatic speed brakes, be prepared to manually deploy these devices, if necessary, as soon as possible after touchdown.

   (d) Immediately lower the nose wheel to the surface and maintain wheel loading by forward pressure on the control column.

   (e) Apply reverse thrust on all engines.

   (f) Maintain directional control primarily with rudder and nose wheel steering. Use differential braking as needed.

   (g) Apply light to moderate brake pedal pressure.

   (h). If directional control becomes a problem while in reverse thrust, reduce reverse thrust on all engines and, if necessary, return them to forward thrust.

6.11.6 OPERATING PRECAUTIONS (Cont'd)

(i) Do not attempt to turn off a slippery runway until speed is reduced sufficiently to turn safely.

C. Hydro-planing.

1. Hydro-planing is a condition wherein the aircraft is being supported on a film of water or combination of water and liquid rubber created by a locked wheel condition during the landing roll on a wet runway.
2. The critical conditions associated with hydro-planing are factors of speed and tire pressures. On all Air California aircraft the minimum hydro-planing speed is approximately 105K.
3. Once hydro-planing has started, the condition may continue to well below the above figure. Therefore, it is highly recommended that initial deceleration be accomplished using reverse thrust until the landing speed bleed-off is below the minimum hydro-planing speed before braking is attempted.

6.11.7 LOW LEVEL WIND SHEAR

A. Low level wind shear is a weather phenomena which can cause a significant and sudden effect on aircraft performance when encountered during the takeoff or approach phases of flight. This Section is to acquaint flight crewmembers with the meteorological situations that are known to produce such wind shears.

Two prominent meteorological situations that are conducive to the production of low level wind shear are THUNDERSTORMS and certain FRONTAL systems.

1. THUNDERSTORMS. Significant gust fronts or wind shifts can be associated with thunderstorms and normally precede the storm by 10-15 miles. Pilots should anticipate the possibility of shear when thunderstorms are reported in the vicinity of the airport.
2. FRONTS. The frontal zones along certain types of fronts are a source of extensive wind gradients at low altitudes. Although occluded fronts are generally not a problem, stationary, cold or warm fronts can

6.11.7 LOW LEVEL WIND SHEAR (Cont'd)

2. (Cont'd)

produce large variation in wind velocity and direction across the frontal surface. Considerable shear can be expected when the following conditions exist:

(a) Temperature change of 10°F (5°C) across the front, and/or

(b) The front is moving 30 knots or more.

If there is a frontal system near the airport of departure or destination, the local Flight Service Station or Weather Service Office can provide pilots with the altitude of the front surface above the airport.

3. LOW LEVEL WIND SHEAR - APPROACH PHASE

(a) Tailwind to Headwind - When encountering a tailwind condition that shears into a calm or headwind condition, airspeed will increase momentarily followed by return to stabilized airspeed with increased thrust requirement to maintain proper glidepath. If thrust is not sufficient, abnormally high sink rates can develop resulting in hard and short landing.

(b) Headwind to Calm or Tailwind - In situations where strong headwinds shear out into calm or slight tailwind conditions, sudden loss of airspeed will occur requiring increase in thrust to reduce sink rate, followed by airspeed return and reduced thrust requirement with higher sink rate to maintain proper glidepath. If time is not sufficient to retard throttles when airspeed is recovered, result will be a fast and long landing.

The effects of a low level wind shear can be minimized by flight crew awareness of weather conditions that produce wind shears. This knowledge, coupled with ATC Advisories and current pilot reports, should alert the flight crew to be prepared for a wind shear. Accordingly, during an approach in such an environment, the pilots should closely monitor all flight instruments with emphasis on pitch attitude, glidepath profile, vertical speed, indicated airspeed and turbulence.

6.11.8 UNRELIABLE AIRSPEED INDICATIONS

A. Unreliable airspeed/mach indications may have contributed to serious incidents and one recent fatal accident in air carrier aircraft. These erroneous airspeed/mach indications were possibly caused by blocking or freezing of the pitot system. When this occurs, two situations can develop as follows:

1. If the ram air input to the pitot head is blocked, the indicated airspeed may drop to zero; and
2. If the ram air input plus the drain hole is blocked, the pressure is trapped in the system and the airspeed indicator may "freeze" or react as an altimeter; i.e.,
    - (a) During level flight, airspeed indication will not change even when actual airspeed is varied by large power changes;
    - (b) [redacted]
    - [redacted]

B. When these symptoms are recognized, it is imperative that the flight crewmembers check anti-ice switches and associated circuit breakers, and maintain control of the aircraft by reference to the remaining instruments, particularly the attitude gyro.

EMERGENCIES AND IRREGULARITIES

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7.1 CONFORMANCE WITH APPROVED AIRPLANE FLIGHT MANUALS

7.1.1 OPERATION

During emergency situations which may arise, the airplane must be operated at all times in conformance with the procedures and limitations outlined in the Approved Airplane Flight Manual, a copy of which is carried aboard each airplane.

7.1.2 INSTRUCTIONS

For detailed instructions regarding emergency or abnormal operating procedures, refer to the FAA Approved Airplane Flight Manual, and the FAA Approved Company Checklists which are carried on board each airplane.

7.1.3 REFERENCE

By reference herein, the FAA Approved Airplane Flight Manual is included in and made a part of this Operations Manual.

7.2 GENERAL

This chapter contains Flight Control and Flight Crew Procedures for use during irregular operations incidents and emergencies. Detailed instructions covering inflight emergencies and mechanical failures or fire are contained in the Aircraft Operating Manuals. Those covering required notifications and procedures to be followed in case of a sabotage threat or accident are in the Emergency Procedures Manual. Copies are available in the Orange County Flight Control Office and each Station.

7.2.1 INITIAL NOTIFICATION

A. Station personnel will immediately notify Orange County Flight Control of any actual or potential situation which will, or could, result in an emergency or accident.

B. Orange County Flight Control will proceed with notification of Company Officials and Governmental Agencies in accordance with the procedures established in the Emergency Procedures Manual.

1. The Public Affairs Department will be notified of unusual occurrences, including engine shutdown and flyovers due to mechanical difficulties, so that they can answer queries from the press. This procedure is effective in the avoidance of unfavorable publicity.

BOB HAYDEN

7.3 EMERGENCIES

7.3.1 DECLARATION OF EMERGENCY

A. FAR 121.559 authorizes either the Pilot In Command or the Dispatcher to declare an emergency and to deviate from prescribed procedures, methods, minimums and regulations when a condition or circumstance jeopardizes safety of flight.

B. The term "emergency situation" may be interpreted to mean an unexpected occurrence or condition requiring immediate action to meet its danger. Regulations do not intend that a situation or condition must become critical before emergency authority is exercised. The Captain will make an evaluation of the factors and information available to him, and if he then believes an emergency exists or will be created, will take the action he deems necessary. An emergency change in altitude or flight plan will be immediately reported to ATC and, insofar as possible, will be kept informed of the action taken. Orange County Flight Control is responsible to provide advice and information to assist the Captain during the emergency; however, the Captain's decision is final.

C. Whenever emergency authority is exercised, the person declaring the emergency will, upon completion of the trip, submit a written report in duplicate to the Director of Operations. The Director of Operations will forward a copy of this report to the FAA within 10 days following trip completion.

7.3.2 IN-FLIGHT EMERGENCIES

A. The following conditions constitute emergency situations:

1. Flight unreported and overdue 10 minutes over check point or 10 minutes at destination or alternate.
2. The Captain advises that he is unable to definitely establish his position.
3. Any mechanical failure or malfunction which interferes with safe operation.
4. Indication of fire aboard.
    - (a) If fire in cabin - at Captain's discretion, he may dispatch a cockpit crewmember to cabin to assess the extent and seriousness of fire or damage to aircraft.

7.3.3 ENGINE FAILURE OR PRECAUTIONARY STOPPAGE

B-737

A. Except as provided in Paragraph B of this Section, whenever an engine of an airplane fails or whenever the rotation of an engine is stopped to prevent possible damage, the Pilot In Command shall land the airplane at the nearest suitable airport, in point of time, at which a safe landing can be made.

L-188

B. If not more than one engine of an airplane that has three or more engines fails or its rotation is stopped, the Pilot In Command may proceed to an airport that he selects if, after considering the following, he decides that proceeding to that airport is as safe as landing at the nearest suitable airport.

1. The nature of the malfunction and the possible mechanical difficulties that may occur if flight is continued.
2. The altitude, weight, and usable fuel at the time of engine stoppage.
3. The weather conditions enroute and at possible landing points.
4. The air traffic congestion.
5. The kind of terrain.
6. His familiarity with the airport to be used.

C. The Pilot In Command shall report each stoppage of engine rotation in flight to the appropriate ground radio station as soon as practicable and shall keep that Station fully informed of the progress of the flight.

D. If the Pilot In Command lands at an airport other than the nearest suitable airport, in point of time, he shall (upon completing the trip) send a written report, in duplicate, to the Director of Operations stating his reasons for determining that his selection of an airport, other than the nearest airport, was as safe a course of action as landing at the nearest suitable airport. The Director of Operations shall, within 10 days after the Pilot returns to his home base, send a copy of this report with his comments to the FAA Air Carrier District Office charged with the overall inspection of the air carrier's operations.

7.4 EMERGENCY EVACUATION

7.4.1 PREPARATION

The determination of a probable emergency evacuation should be made at the earliest moment allowing as much time for preparation as possible.

7.4.1 PREPARATION (Cont'd)

A. Passenger evacuation will follow procedures listed on the applicable aircraft Emergency Procedures Checklist and Flight Attendant Manual Emergency Evacuation Procedures.

B. It is imperative for the efficient operation of a commercial passenger aircraft that cabin attendants and flight deck personnel function as a crew. In order to achieve this, communication between the cockpit and cabin must be handled in such a manner as to eliminate all possibility of misunderstanding or error on the part of either.

C. Cabin attendants should be instructed that the use of megaphones is mandatory and not optional. Any evacuation can be complicated when the passengers cannot hear the instructions.

D. Briefing and passenger control must be exercised during any evacuation. Particular emphasis should be placed upon not taking belongings from the aircraft, including hand luggage, during the evacuation.

7.4.2 EVACUATION

Evacuation will normally begin upon the direction of the Captain. If the aircraft comes to a stop in an obvious emergency situation (structural damage, fire, bending of metal, etc.), crewmembers shall assume evacuation duties without waiting for directions from the ranking crewmember. Do not open exits near a fire.

7.4.3 AFTER THE EVACUATION

After the evacuation has been concluded, an actual count will be made to determine if all passengers and crewmembers are accounted for.

A. If conditions warrant, the Pilot In Command may instruct competent persons to retrieve necessary equipment and/or personal belongings from the airplane.

7.5 IRREGULARITIES

7.5.1 GENERAL

A. Captains shall immediately report to Orange County Flight Control by most expeditious means any irregularity, such as:

1. Mechanical or communication problems.
2. Decision to dump fuel.

7.5.1 GENERAL (Cont'd)

3. Engine shutdown.
4. Bird Strike.
5. Engine bird ingestion.
6. Deviation from FAA or Air California flight procedures.
7. Ill or injured passengers, or passenger misconduct.
8. Ill or injured crewmember.
9. Significant icing or turbulence conditions.
10. Any unusual condition which would affect safety.
11. Every incident, in flight or on the ground, resulting in actual or suspected damage to the aircraft.
12. Captains exercise of emergency authority.

7.5.2 REPORTS

A. For each irregularity or incident, complete the Air California "Report of Irregularity" Form and foreward immediately to Flight Operations for distribution to the appropriate department or agency.

7.6 PORTABLE FIRE EXTINGUISHERS

7.6.1 TYPES

The following 3 types of portable fire extinguishers are carried on board Air California airplanes:

A. Water

B. CO_2

C. Dry Chemical

7.6.2 OPERATION AND LIMITATIONS

A. Water Extinguisher

1. Operation

   (a) Turn handle clockwise far as possible (Charges bottle with CO_2).

   (b) Direct at base of flame, hold bottle erect - Press lever to discharge.

   (c) Re-charge in flight - Unscrew top, charge will bleed off; refill with water, and replace top. Unscrew handle, replace CO_2 cylinder and reinstall handle. Extinguisher now ready to use.

2. Limitations - Use for fires in ordinary combustible materials (fabric, paper, etc.) where the quenching and cooling effects of quantities of water are of first importance. DO NOT use on electrical fires. Avoid using on grease and oil fires.

3. Precautions - Anti-freeze compound has been added to the water which makes it unfit for drinking.

B. CO_2 Extinguisher

1. Operation

   (a) Hold bottle erect.

   (b) Rotate horn, direct at flame base.

   (c) Pull trigger (if no discharge, break safety wire by twisting lead seal at trigger, try again).

2. Limitations - Use for fires in flammable liquids, greases, etc., where a blanketing effect is essential. Also for fires in "live" electrical equipment, where the use of an electrically non-conductive extinguishing agent is of first importance.

3. Precautions - Carbon Dioxide is not harmful to fabrics or instruments, but will cause frostbite if directed on bare skin. Avoid grasping the discharge nozzle for similar reasons. In confined areas, don portable oxygen equipment to prevent asphyxiation.

7.6.2 OPERATION AND LIMITATIONS (Cont'd)

C. Dry Chemical Extinguisher

1. Operation
   - (a) Hold bottle erect.
   - (b) Squeeze trigger.
   - (c) Aim at base of flame.
2. Limitations - Same as CO_2 type.
3. Precautions - Discharge in cockpit not permitted. Discharges directly on persons should be avoided due to possibility of suffocation.

7.6.3 TYPES OF FIRES

Classifications	Use Extinguisher Type
CLASS "A" FIRES Combustible material, i.e., fabric, wood, paper, rubbish, etc., extinguished by water or a solution consisting mostly of water.	1. Water
CLASS "B" FIRES Greases, oil or gasses - extinguished by a blanketing effect.	1. Dry Chemical 2. Carbon Dioxide (CO_2)
CLASS "C" FIRES Electrical - extinguished by a non-conducting agent.	1. Dry Chemical 2. Carbon Dioxide (CO_2)

7.7 HIJACKING

7.7.1 GENERAL

A. An important factor in handling an emergency is to adopt a manner and attitude that will avoid alarming or frightening the hijacker. or passengers. All crewmembers must remain calm regardless of circumstances and must convey an air of calmness to others. The ability to remain cool, think straight, and operate calmly requires the knowledge of what to do under the given circumstances, and for this reason procedural guidelines have been established.

B. In establishing these emergency guidelines, it is not possible to define instructions that will cover all possible types of situations which may develop, or to outline in detail the exact steps to be followed. In any emergency, there can be no substitute for good judgement, therefore, nothing in the following procedures is to be considered as forbidding or in any way restricting the use of your own initiative and personal judgement. The procedures given in this manual are intended primarily as guides and are subject to change as may be required.

C. Any emergency, of course, can be best dealt with by eliminating its possibility before it takes place. Accordingly, you must continually be on the alert to note any incident or circumstance which might develop. If possible, handle it so as to eliminate the hazard involved. Promptly notify those responsible for dealing with the particular type of emergency.

7.7.2 POLICY

A. In the event of a hijacking, crewmembers are to use their best judgement to assure the safety of crew and passengers considering the existing conditions.

B. Pilots will make every effort to cooperate with the hijacker. Do not attempt to subdue the hijacker even though the conditions appear favorable.

7.7.3 COMMUNICATIONS PROCEDURES

A. Cabin to Cockpit

1. If the Flight Attendant is being forced or intimidated to unlock the cockpit door, the Flight Attendant will, if practical contact the Captain on interphone using the four ring signal, and advise him that a passenger "demands to come to the cockpit".

WILL ONLY CALL CAPTAIN FROM AFT GALLEY –
MORE THAN [illegible] SQUAWK 7500

7.7.3 COMMUNICATIONS PROCEDURES (Cont'd)

B. Pilot to Company

1. When aircraft is at the ramp, and the presence of the potential hijacking is known to the Captain, he will advice the Tower or Company Radio that "we are switching Transponder to "7500".

2. In flight, when possible, alert Air California Flight Control (via Company communication) by giving them a routine position report and request 75,000 pounds of fuel be added at (Next) stop. This excessive fuel request will serve to alert the Dispatchers of a hijack in progress. The (next) refueling stop will also confirm a hijack if a stop had not been planned for that airport. If permitted, give status of the flight and as much information as possible.

   (a) Upon receipt of a message from a flight indicating that a hijacking is taking place, Flight Control will initiate their "emergency notification message" to the appropriate centers and Airline Office. Steps will then be taken to clear the communication channel in use of all unrelated traffic.

   (b) No SELCAL shall be originated by Ground Station to an aircraft in known hijack condition unless the Pilot instructs ARINC or his appropriate Company ground personnel that SELCAL may be used to contact the flight.

7.7.3 COMMUNICATIONS PROCEDURES (Cont'd)

C. Pilot to Air Traffic Control

1. The following signals will be used by pilots of hijacked aircraft to indicate the associated message. Air traffic controllers and designated Federal Agencies are familiar with these signals and their meaning.

Pilot Signal	Pilot Message
Set Transponder to Mode A/3 Code 7500. See Note 1	Am being hijacked.
Transponder Code 7500 followed by Code 7700. See Note 2	Situation appears desperate Want armed intervention.
Leave flaps down after landing.	Situation still desperate. Want armed intervention and aircraft immobilized.
Retracting flaps after having squawked Code 7700. Return to Code 7500. See Note 3	Leave alone - do not intervene.

NOTE 1

Controllers shall acknowledge receipt of Code 7500 or Code 7700 by transmitting the following "(call sign) this is (name of facility) on seven five zero zero (or seven seven zero zero) - what is your altitude (or heading)."

This will indicate to the Pilot that the controller is aware of his signal and that it will be relayed to appropriate authorities.

NOTE 2

Pilots who decide to change from Code 7500 to Code 7700 should remain on Code 7500 until three minutes have elapsed or until an acknowledgement of Code 7500 has been received from the controller (as in Note 1 above), whichever is sooner.

NOTE 3

Pilots who retract flaps after having squawked Code 7700 should return to Code 7500 and remain on Code 7500, if possible.

NOTE
~~CODE~~ 4

Aircraft squawking Code 7700 and not in radio contact with the ground will be considered by ATC to have an in-flight emergency (in addition to hijacking) and the emergency procedures in appropriate ATC Handbooks shall be followed. In these cases, notification of other concerned authorities shall include information that the aircraft was observed to have displayed the hijack code as well as emergency code.

7.7.3 COMMUNICATIONS PROCEDURES (Cont'd)

2. Each applicable crewmember should be fully familiar with the above hijack signals so as to assure proper use at the appropriate times.

D. Communication is probably the single most important aspect of hijacking. Should an inflight hijacking or diversion occur, to the extent permitted by circumstances, air crewmembers should transmit as much information as possible to the ground. If minimum verbal communications are allowed, standard hijack signals should be transmitted on the air-ground frequency in use at the time.

7.7.4 VOICE RECORDER

Upon landing, the Captain will pull the voice recorder circuit breaker and leave this unit inoperative until the aircraft is returned to the United States and a readout is accomplished. If possible, the Captain will initiate a phone call to Air California Flight Control. (714) 546-7574.

7.7.5 BOMB THREAT

In the event the coercion used or implied to force the hijacking is a bomb or other explosive device, consideration should be given to a descent to 10,000 feet or below and depressurization of the aircraft. This will afford the greatest aircraft structural strength and resistance to internal explosive force. If the bomb warning specifically mentions altitude detonation devices, altitude should be adjusted as instructed.

7.7.6 FLIGHT ATTENDANT PROCEDURES

Flight Attendant hijack procedures will be conducted in accordance with the Flight Attendant Manual.

7.7.7 INTERNATIONAL HIJACK PROCEDURES

A. Although Air California is not authorized to operate internationally, the following NOTAMS are referenced for your information:

1. If it is possible to do so without jeopardizing the safety of the flight, the pilot of a hijacked U.S. passenger aircraft after departing from the cleared routing over which the aircraft was operating will attempt to accomplish as many of the following items as possible, insofar as circumstances may permit:

   (a) Maintain a true airspeed of no more than 400 knots, and preferably an altitude of between 10,000 and 25,000 feet;

7.7.7 INTERNATIONAL HIJACK PROCEDURES (Cont'd)

(b) Fly a course toward the desitnation which the hijacker has announced;

(c) At appropriate intervals fly the international pattern for lost communication (left-hand triangles) and;

(d) Transmit the international distress signal, MAY DAY, on any of the international distress frequencies available to him (243.0 MHz, 2182 KHz).

2. If these procedures result in either radio contact or air intercept, the pilot will attempt to comply with any instructions received which may direct him to an appropriate landing field. Additionally, if the aircraft is equipped with an operational transponder, the pilot may use transponder Mode A (Military Mode 3) Code 7500 to indicate his aircraft has been hijacked or Code 7700 to indicate his aircraft is in distress.

7.8 SABOTAGE THREAT

7.8.1 GENERAL

A. Sabotage threats are classified as either "indefinite" or "positive".

B. An indefinite threat does not call for search procedures or flight interruption. An example of an indefinite threat is Air California receives a call that "there will be a bomb on one of your flights this afternoon".

C. A positive threat is one that meets all of the following conditions:

1. Air California is specifically named.
2. A given trip or departure time is specified.
3. It is clearly stated that a bomb is aboard.

D. A positive threat received while airborne requires an immediate landing and, after clearing runway, passengers will be evacuated at an isolated area or the taxiway. If received while on the ground, evacuate as soon as possible.

7.8.1 GENERAL (Cont'd)

E. When information of a sabotage threat is received, from Flight Control, it shall be regarded as a positive threat. If the information is received from another source, such as ATC, the Captain shall determine if it is a positive threat. This decision shall be based on the positive threat conditions above - all three must be met to classify as a positive threat.

F. If a positive threat is received, passengers must be given frank, complete information regarding the reason for the action being taken.

1. Time permitting, conduct inflight search with passengers remaining in their seats with their carry-on luggage opened on their laps.

G. Local police will provide complete assistance, including demolition experts.

H. The FBI must, by law, be notified of threats of sabotage. Their activity will be dictated by circumstances.

I. The FAA must be notified but do not participate in search and inspection.

7.8.2 POSITIVE SABOTAGE THREAT - FLIGHT

A. Land at the nearest suitable airport.

B. Declare an emergency - Transponder 7700.

C. Request ATC to notify FBI and local law authority.

D. Notify Flight Attendants:

1. Situation and intentions.
2. Time remaining and point of landing.
3. Review and prepare evacuation procedures.

E. Notify Dispatch - request assistance as necessary.

F. Make PA announcement - "Ladies and gentlemen, we have received a message that a sabotage threat has been made against one of our aircraft. The airlines receive many of these threats; however, we intend to take all possible precautions, and will be landing at ____________________ airport in ____________ minutes. After landing, we will evacuate the aircraft. Please listen carefully to your instructions from the Flight Attendants".

7.8.2 POSITIVE SABOTAGE THREAT - FLIGHT (Cont'd)

G. Inform the Tower -- "After clearing the runway, passengers will be evacuated at an isolated area or the taxiway via stairs, slides and window exits. Keep crash equipment and others clear."

7.8.3 POSITIVE SABOTAGE THREAT - GROUND

A. Declare an emergency - request equipment, FBI and law authority.

B. Notify Flight Attendants of situation and prepare for immediate evacuation.

C. Make PA announcement - "Ladies and gentlemen, we have received a message that a sabotage threat has been made against one of our aircraft. The airlines receive many of these threats; however, we intend to take all possible precautions, and therefore will evacuate the aircraft. Please listen carefully to your instructions from the Flight Attendants".

D. Inform the Tower - "Passengers will be evacuated at an isolated area or the taxiway via stairs, slides and window exits. Keep crash equipment and others clear."

E. Notify Dispatch - request assistance as necessary

F. Assemble passengers at least 300 feet from the aircraft. Allow only authorities near the aircraft.

FEDERAL AVIATION REGULATIONS

By this page reference, the applicable Federal Aviation Regulations are considered included as a part of this Operations Manual.

Federal Aviation Regulations Part 91 and Part 121 are maintained under separate cover.

CONTRACT AND CHARTER FLIGHTS

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9.1 CONTRACT AND CHARTER FLIGHTS

9.1.1 OPERATIONAL CONTROL

A. Flight Control (Dispatch) has been delegated the authority to exercise Operational Control over Contract and Charter Flights.

Air California Captains and Dispatchers are jointly responsible for the safe and efficient planning and operation of all Air California Contract or Charter Flights.

B. A complete lising of all pilots employed by Air California with recurrent records as to flight time, certifications, ratings, etc., is kept on file in the Director of Operations/Flight, Office: 3636 Birch Street, Newport Beach, California.

Names and addresses of all company personnel are maintained in the offices of their respective department supervisor and additionally in the Air California Personnel Department

C. If, in the opinion of either the Dispatcher or the Captain, the flight cannot be made in safety, the flight shall be deferred, rerouted, or cancelled as necessary.

9.1.2 FLIGHT RELEASE

A. Prior to departure of a Contract or Charter Flight, a Dispatch Release will will be prepared by the Dispatcher and forwarded to the Captain via teletype, phone, radio or any means available. The Dispatch Release (message) shall contain at least the following items:

1. Flight Number and Date,
   A/C Number, Crew
2. Type of Flight (IFR or VFR)
3. Departure, Destination and
   Intermediate Airports
4. Minimum Fuel
5. Alternate Airports
6. Dispatchers Name
7. Time
8. Maximum Gross Take-off Weight

9.1.3 FLIGHT FOLLOWING

A. The Dispatch Office shall coordinate, clear and maintain the safety watch over all Contract and Charter Flights.

B. The Dispatch Office shall be responsible for adherence to all Federal Air Regulations, Company Regulations and Policies, and shall be responsible for keeping the Captain advised and informed of all flight and traffic conditions pertinent to the safety and satisfactory completion of the flight.

C. The Dispatch Office shall keep copies of each load manifest, dispatch release and flight plan on file for at least six months.

9.1.4 ALTERNATE AIRPORT FOR DESTINATION

A. Dispatch releases for flights operating IFR or over the top shall list at least one alternate airport for each destination airport on the flight release, regardless of existing weather conditions or forecast.

B. An alternate airport need not be designated for IFR or over-the-top when the aircraft carries enough fuel to meet the requirements of FAR's 121.643 and 121.645 for flights outside the 48 contiguous states and the District of Columbia over routes without an available alternate airport for a particular destination airport.

C. The weather requirements at the alternate airport must meet the requirements of the Operations Specifications.

9.1.5 AIRCRAFT PROCEDURES

See specific Aircraft Pilots Handbook and Approved Airplane Flight Manual.

ACCIDENT REPORTING

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10.1 GENERAL

This Section contains rules pertaining to:

A. Providing notice of and reporting, aircraft accidents and incidents and certain other occurrences in the operation of aircraft when they involve civil aircraft of the United States wherever they occur.

B. Preservation of aircraft wreckage, mail, cargo, and records involving all civil aircraft in the United States, its territories or possessions.

10.1.1 DEFINITIONS

As used in this part the following words or phrases are defined as follows:

A. "Aircraft accident" means an occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight until such time as all such persons have disembarked, and in which any person suffers death or serious injury as a result of being in or upon the aircraft or by direct contact with the aircraft or anything attached thereto, or in which the aircraft receives substantial damage.

B. "Fatal injury" means any injury which results in death within 7 days of the accident.

C. "Serious injury" means any injury which

1. Requires hospitalization for more than 48 hours, commencing within 7 days from the date the injury was received.
2. Results in fracture of any bone (except simple fractures of fingers, toes, or nose).
3. Involves lacerations which cause severe hemorrhages, nerve, muscle, or tendon damage.
4. Involves injury to any internal organ.
5. Involves second or third degree burns, or any burns affecting more than 5 percent of the body surface.

10.1.1 DEFINITIONS (Cont'd)

D. "Substantial Damage":

1. Except as provided in Subparagraph 2. of this paragraph, substantial damage means damage or structural failure which adversely affects the structural strength, performance, or flight characteristics of the aircraft, and which would normally require major repair or replacement of the affected component.

2. Engine failure, damage limited to an engine, bent fairings or cowling, dented skin, small punctured holes in the skin or fabric, ground damage to rotor or propeller blades, damage to landing gear, wheels, tires, flaps, engine accessories, brakes, or wingtips are not considered "substantial damage" for the purpose of this part.

10.2.1 INITIAL NOTIFICATION OF AIRCRAFT ACCIDENTS, INCIDENTS, AND OVERDUE AIRCRAFT

The operator of an aircraft shall immediately, and by the most expeditious means available, notify the nearest National Transportation Safety Board Bureau of Aviation Safety Field Office, and the FAA Air Carrier District Office nearest the scene of the accident, and, the Long Beach FAA Office when:

A. An aircraft accident or any of the following listed incidents occur:

1. Flight control system malfunction or failure;
2. Inability of any required flight crewmember to perform his normal flight duties as a result of injury or illness;
3. Turbine engine rotor failures excluding compressor blades and turbine buckets;
4. In-flight fire; or
5. Aircraft collide in flight.

B. An aircraft is overdue and is believed to have been involved in an accident.

10.2.2 INFORMATION TO BE GIVEN IN NOTIFICATION

A. The notification required in 10.2.1 shall contain the following information, if available:

1. Type, nationality, and registration marks of the aircraft;
2. Name of owner, and operator of the aircraft;
3. Name of the Pilot-In-Command;
4. Date and time of the accident;
5. Last point of departure and point of intended landing of the aircraft;
6. Position of the aircraft with reference to some easily defined geographical point.
7. Number of persons aboard, number killed, and number seriously injured;
8. Nature of the accident, the weather and the extent of damage to the aircraft, so far as is known; and
9. A description of any explosives, radioactive materials, or other dangerous articles carried.

10.3.1 PRESERVATION OF AIRCRAFT WRECKAGE, MAIL, CARGO, AND RECORDS

A. The operator of an aircraft is responsible for preserving to the extent possible any aircraft wreckage, cargo, and mail aboard the aircraft, and all records, including tapes of flight recorders and voice recorders, pertaining to the operation and maintenance of the aircraft and to the airmen involved in an accident or incident for which notification must be given until the Board takes custody thereof or a release is granted.

B. Prior to the time the Board or its authorized representative takes custody of aircraft wreckage, mail, or cargo, such wreckage, mail or cargo may not be disturbed or moved except to the extent necessary:

1. To remove persons injured or trapped;
2. To protect the wreckage from further damage, or
3. To protect the public from injury

10.3.1 PRESERVATION OF AIRCRAFT WRECKAGE, MAIL, CARGO, AND RECORDS (Cont'd)

C. Where it is necessary to disturb or move aircraft wreckage, mail or cargo, sketches, descriptive notes, and photographs shall be made, if possible, of the accident locale including original position and condition of the wreckage and any significant impact marks.

D. The operator of an aircraft involved in an accident or incident as defined in this part, shall retain all records and reports, including all internal documents and memoranda dealing with the accident or incident, until authorized by the Board to the contrary.

10.4.1 RESPONSIBILITY FOR REPORTING

A. In the event of a forced landing, or accident to any aircraft being operated by or on behalf of the Company, the Captain, if not incapacitated, shall be responsible for seeing that the proper reports and notifications of the accident are made. If the Captain is incapacitated, then the Reserve Captain, the Co-pilot, and the Flight Attendant, in that order, shall be responsible for seeing that the proper reports and notifications have been made.

B. In the event that none of the above persons are able to make the report, or notify the proper authorities, the Station Manager of the office of the Company or his assistant, receiving notice of an accident involving an airplane being operated by or on behalf of the Company, will immediately notify the NTSB or its nearest branch office; the FAA Air Carrier District Office nearest the scene of the accident; and the FAA Air Carrier District Office at Long Beach. Arrangements will be made to comply with instructions given in Section 10.5.1 below:

10.5.1 POSTING OF GUARD

A. In accordance with the instructions given in Section 10.4.1 above, the person responsible for notification and reports required shall make the necessary arrangements to post and keep a guard at the scene of the accident until such time as the airplane is released by both the NTSB and the insurance adjusters. Local police may be contacted for this purpose.

B. In posting and instructing guard personnel, be sure to have them enforce a NO SMOKING rule in the area.

10.6.1 NOTIFICATION OF INSURANCE COMPANY

The insurance carrier shall be notified immediately on receipt of notice of any accident by the Flight Control Office.

10.7.1 REPORTS AND STATEMENTS TO BE FILED WITH THE N.T.S.B.

A. Report - the operator of an aircraft shall file a report as provided in Paragraph C. of this Section on Board Form 6120.1 or Board Form 6120.2 within 10 days after an accident, or after 7 days if an overdue aircraft is still missing. A report on an incident for which notification is required by 10.2.1 A shall be filed only as requested by an authorized representative of the Board.

B. Crewmember Statement - each crewmember, if physically able at the time the report is submitted, shall attach thereto a statement setting forth the facts, conditions, and circumstances relating to the accident or incident as they appear to him to the best of his knowledge and belief. If the crewmember is incapacitated he shall submit the statement as soon as he is physically able.

C. Where to File the Reports - the operator of an aircraft shall file with the Field Office of the Board nearest the accident or incident any report required by this Section.

10.8.1 N.T.S.B PHONE NUMBERS

AIRCRAFT ACCIDENT/INCIDENT NOTIFICATION PROCEDURES

Effective November 9, 1972

Pursuant to the Department of Transportation Act as ammended, and NTSB Procedural Regulation, Part 430, immediate notification of aircraft accidents and incidents in required for prompt classification, coordination and investigation.

LOS ANGELES NTSB AREA: State of California south of the 36th parallel and the state of Arizona. Civil aircraft accidents/incidents outside the continental limits of the United States should be reported to the nearest NTSB office.

OFFICE HOURS: 7:30 a.m. - 4:00 p.m. Monday through Friday.

TELEPHONES - COMM: :213 776-0117, 646-3910 or 670-7030 X480.

TELEPHONES - FTS: (Government Agencies Only) 213 670-7480.

NON-OFFICE HOURS: The FAA Duty Officer will connect your call to the Safety Board's Investigator on duty. Call (213) 772-5711 or 536-6435.

OFFICE PERSONNEL:

NAME	RESIDENCE	HOME TELEPHONE
Alan L. Crawford	Palos Verdes Estates, Calif.	213 378-3826
Michael Konig	Westminster, California	714 531-7016
Robert H. Shaw	Woodland Hills, California	213 347-3827
Guy D. Moshier, Jr.	Chatsworth, California	213 341-8975
Frederick R. Beam	Northridge, California	213 349-6765
Robert E. Gilmour	Garden Grove, California	714 530-7386
Linda A. Jones	Westchester, California	213 649-0359
Joyce H. Donenfeld	Westchester, California	213 645 6519

FLIGHT MAINTENANCE PROCEDURES

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11.1 GENERAL

11.1.1 AIRCRAFT LOG BOOK

A. Air California has a Maintenance Log Book for each airplane, readily accessible on the Flight Deck, which contains the following Sections:

1. In the front of the book - record pages of previous flight and maintenance information.
2. Blank log pages for recording additional flight and maintenance information.
3. Deferred Maintenance Item Section in the rearmost part of the book.

B. An Airworthiness Release is required, in accordance with FAR 121.709, any time the aircraft is returned to Flight Operations by maintenance, as follows:

1. Change of major components, or components requiring a test flight.
2. Maintenance inspections.
   - (a) Enroute
   - (b) Terminating Preflight
   - (c) Routine Checks
   - (d) Maintenance Checks
   - (e) Overhaul
   - (f) Hard Landing
   - (g) Overweight
   - (h) Severe Turbulence
   - (i) Over-temperature
   - (j) Special Inspections
3. Major repairs or alterations.

C. A new page in the Aircraft Log shall be initiated following each requirement for:

1. An airworthiness release.
2. Complete flight crew change.
3. Captain change.
4. Maintenance discrepancies sign off.

11.1.1 AIRCRAFT LOG BOOK (Cont'd)

D. It is the direct responsibility of each Pilot In Command, First Officer and Flight Engineer to review the assigned aircraft Log Book, prior to departure, for the following information:

1. Aircraft has been properly released on the previous log page.
2. Maintenance problems on preceding pages.
3. Open deferred maintenance items.

11.1.2 PERSONNEL

A. All aircraft maintenance and inspections shall be performed, by, or under direct supervision of an FAA licensed airframe and powerplant mechanic, who has been certified in Appendix "A" of the Air California Maintenance Manual.

B. Aircraft maintenance or inspections performed on Air California aircraft are controlled by the Maintenance Department - personnel performing such maintenance and inspections shall be responsible to the Manager of Maintenance and the Chief Inspector, or their alternates.

C. Flight Engineers are trained by the Maintenance Department for the following authority:

1. Airworthiness Release
2. R.I.I. (Required Inspection Items)

D. The Inspection Department issues R.I.I. cards and airworthiness release letters to Flight Engineers. Flight Engineers must have this authority prior to exercising R.I.I. or Airworthiness Release Procedures.

11.1.3 AIRWORTHINESS RELEASE AT UNMANNED STATIONS

A. At times, a flight discrepancy will be noted in the Aircraft Log Book inbound to stations where no Air California maintenance personnel are assigned or on duty.

11.1.3 AIRWORTHINESS RELEASE AT UNMANNED STATIONS (Cont'd)

B. When this occasion arises, the Pilot In Command shall immediately notify Flight Control of the discrepancy, and standby to give full particulars of the discrepancy to the Maintenance Supervisor on duty. After full consideration, if the Maintenance Supervisor and Pilot In Command feed that the discrepancy is within the provisions of the Minimum Equipment List, or of a non-airworthy nature and that the flight should not be delayed for maintenance, the Maintenance Supervisor may airworthiness release the aircraft by causing the following message to be attached to the respective log page before the flight continues:

TO: Aircraft Log Page No.__________ A/C______________

This message to provide maintenance type airworthiness release for discrepancy No.__________ Flight No._____

Signed: ____________________

A&P No.: ____________________

C. It shall be the same supervisor's responsibility to assure that the proper Deferred Maintenance Item (D. M. I.) entry is made in the log and placard accomplished (if required) at the next station where maintenance personnel are on duty.

11.1.4 AUTHORIZATION FOR MAINTENANCE FERRY FLIGHTS

A. Whenever it becomes necessary to ferry an Air California aircraft that may not meet applicable airworthiness requirements, but is capable of safe flight, a permit with continuing authorization to conduct such ferry flights is posted in the Flight Station.

1. When an accident or incident occurs, the Pilot In Command shall immediately notify Flight Control to initiate action. Flight Control will then alert the Maintenance Base and the assigned FAA Inspector. If Flight Control receives an FAA concurrence that the aircraft can be moved, they will so advise Maintenance and ferry/fly the aircraft. If the FAA (local), does not give such concurrence then the Manager of Quality Control will coordinate through their FAA Office in securing such clearance.

   As a rule, any aircraft receiving damage while engines are running and passengers are on board, is an incident. Any two aircraft scraping wing tips while taxiing with passengers on board is an incident. Any bodily injury or loss of life is an accident.

11.1.4 AUTHORIZATION FOR MAINTENANCE FERRY FLIGHTS (Cont'd)

B. Ferry flights for maintenance, due to an inoperative component or damage to an aircraft, can be authorized by the Vice-President of Maintenance Engineering, Director of Quality Control or the Manager of Quality Control. The authorization will be sent by TWX to the station where the aircraft is located and a copy of the authorization will be placed in the log book prior to flight. The authorization must state any restrictions.

1. The aircraft log must show two entries; the first entry is expected to be a statement by maintenance personnel showing what problem exists and what corrective action, interim repair, or inspection has been taken to prepare the aircraft for Ferry.
2. The second entry must show that the complete aircraft has been reinspected by no less than an Enroute Check to assure that there is no other problem, beyond the cause for the Ferry Flight.

C. FAA Authorization

OPERATIONS SPECIFICATIONS
AIR CALIFORNIA
AIRCRAFT MAINTENANCE - PREFACE PAGE - SPECIAL FLIGHT
PERMIT WITH CONTINUING AUTHORIZATION TO CONDUCT FERRY FLIGHTS

This special flight permit with continuous authorization is Air California's authorization to fly any aircraft listed on its aircraft listing of Operations Specifications, that may not meet applicable airworthiness requirements but is capable of safe flight, to a base where the necessary maintenance or alterations can be performed.

1. A copy of this Operations Specification, or appropriate section of the Air California Maintenance Manual containing a restatement of this permit, shall be carried on board the aircraft when operating under a special flight permit.

2. Before operating an aircraft that does not meet applicable airworthiness requirements, Air California shall make a determination that the aircraft can safely be flown to a station where maintenance or alterations can be performed. In addition, Air California will have the aircraft inspected in accordance with procedures contained in the manual, and have a certificated mechanic or repairman certify in the aircraft log book that the aircraft is in safe condition for the flight.

NOTE: The certificated repairman may certify only for the work for which he is employed.

3. Only flight crew members and persons essential to operations of the aircraft shall be carried aboard.

4. Operating weight of the aircraft must be the minimum necessary for the flight with necessary reserve fuel load.

5. Flight shall be conducted in accordance with appropriate special conditions or limitations contained in Appendix "A", Page 1-20-14 of the Air California Manual.

6. This authorization does not override a ferry flight limitation specified in an Airworthiness Directive.

7. Aircraft involved in an accident or incident are not ferried prior to notifying Air California Manager of Quality Control and/or Assigned FAA Inspector.

8. Air California shall impose any further conditions or limitations necessary for safe flight.

11.1.5 RON AT UNMANNED STATIONS

A. Air California route structures require the RON of aircraft at stations which are not considered Maintenance Stations. Aircraft rotation is scheduled so as to avoid RON at unmanned stations on consecutive nights. Maintenance will accomplish the enroute inspection after the RON at the first station where maintenance personnel and facilities are available, and sufficient ground time is scheduled for one hour or more.

B. At the termination of the flying day, the Flight Deck Crew will:

1. Accomplish a visual walk around inspection of the aircraft.
2. Check with the Flight Attendants for cabin discrepancies.
3. If discrepancies exist, enter each item in the aircraft log.
4. Advise Flight Control of the aircraft status prior to leaving the aircraft.

C. Major discrepancies may require additional communications with Flight Control and the maintenance foreman. The Pilot In Command will make himself available for such additional communications. The maintenance foreman will assign and dispatch maintenance personnel and materials as required to correct the reported discrepancies.

D. It will be the Flight Crews responsibility to verify maintenance action on log book discrepancies prior to the first flight of the following day.

1. Airworthiness items will require a Log Book Airworthiness Release.
2. Non-airworthiness items may be cleared by an unmanned station release.
3. If there are no log book discrepancies, a release will not be required.

11.1.6 AIRCRAFT STATUS

A. Flight Control requires the status of all aircraft at the termination of the flying day. It will be the responsibility of the Pilot In Command to report the status of his aircraft at the termination of the day.

11.1.6 AIRCRAFT STATUS (Cont'd)

B. During the operating day, aircraft discrepancies should be reported to Flight Control/Maintenance as soon as practical. In many instances, a 30 minute advance notice will permit maintenance to position personnel and parts so as to avoid a delay on the next scheduled departure.

11.1.7 TEST FLIGHT RECORDING

A. Whenever an aircraft is required to be test flown prior to return to operational status, the following procedures must be complied with:

1. Maintenance will complete the aircraft log which will include signing the Airworthiness Release and entering information relative to the requirement for the test flight.
2. No person(s) other than the crew essential for the flight, and the assigned inspector or mechanic, may be on board during the test flight.
3. The term "TEST" must be entered in the first flight number block in the aircraft log.
4. Upon completion of the test flight, the Captain will sign the aircraft log as "Test Flight Satisfactory" or "Unsatisfactory." If "Unsatisfactory", all discrepancies must be entered.
5. If the test flight is "Satisfactory," the inspector or mechanic will release the aircraft to Operations by signing his name and A&P number on the flight test page in the aircraft log. Beneath the block "Certificated as Airworthy", he shall enter the words "After Test".

11.1.8 DISPATCHING AIRCRAFT UNDER THE PROVISIONS OF THE MINIMUM EQUIPMENT LIST (MEL)

A. Prior to release of an aircraft under provisions of the MEL, it is the responsibility of the Maintenance Department to inform the Dispatcher so that he can make necessary adjustments to fuel loads, flight plans or other operational details required under the circumstances. In situations when weather conditions, icing or temperatures are factors governing acceptance of the aircraft for scheduled operation, the Dispatcher and/or Captain will make the final decision.

OPERATIONS TRAINING MANUAL

By this page reference, the Operations Training Manual is considered included as a part of this Operations Manual.

The Operations Training Manual is maintained under separate cover.

RESERVED

By this page reference, this Chapter is reserved for future use.

STATION OPERATIONS MANUAL

By this page reference, the Station Operations Manual is considered included as a part of this Operations Manual.

The Station Operations Manual is maintained under separate cover.

FLIGHT ATTENDANTS MANUAL

By this page reference, the Flight Attendants Manual is considered included as a part of this Operations Manual.

The Flight Attendants Manual is maintained under separate cover.